N. EXERCISES AND DRILLS

Emergency exercises and drills are conducted to test and evaluate the adequacy of emergency facilities, equipment, procedures, communication links, actions of emergency response personnel, and coordination between the Refinery and offsite emergency response organizations. Some exercises and drills will be unannounced.

Exercises

Emergency preparedness exercises test integrated response capabilities and are conducted annually. Exercises are designed to include the response demonstration for major portions of the basic elements of the emergency response plans of the participating organizations. The planing and execution of each exercise is coordinated with local officials, as appropriate.

For those exercises during which offsite response groups play a significant part, mobilization of local personnel and resources adequate to verify the capability to respond to an emergency situation is included.

Drills

A drill is a supervised instruction period aimed at testing, developing and maintaining skills in a particular operation. Drills may be incorporated into the annual exercise; they will be supervised and evaluated by a control/evaluator organization.

1. Communication Drills

To ensure that emergency communication channels between Refinery and offsite authorities are operable, periodic tests and drills are conducted. For drills, the communication is initiated at the Refinery using the actual message format in accordance with the applicable plan and procedure. By using the standard message format, the drill tests the understanding of message content as well as the communication systems hardware. The following test and drills are conducted:

- a. Communication channels with the Hospitals, Yabucoa Police Department, Yabucoa Fire Department, Yabucoa Civil Defense.
- b. Communication channels with the Refinery Emergency Response Brigade, **HES Department**, and Community Relations home phones.
- c. Pager system tests for Refinery on call personnel and Emergency Response Brigade personnel.
- d. Emergency telephone circuit for all Refinery locations.

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2. Fire Drills

Fire drills and fire protection training is conducted under the direction of the ERD.

3. Spill Drills

Oil Spill drills are conducted under the direction of the Spill Response Task Force in conjunction with the Operations, Maintenance, and Emergency Response Departments.

4. <u>Transportation Drills</u>

Transportation Drills are conducted under the direction of the ERD in conjunction with the Marketing department and the LEPC.

5. Medical Emergency Drills

Medical Emergency Drills are conducted under the direction of the ERD in conjuction with the Medical Department for all medical support personnel.

6. Search and Rescue

Search and rescue drills conducted within Emergency Response Brigade training.

Scenarios

Each drill and exercise is conducted in accordance with a scenario. The scenarios for the drills are considerably less extensive than the scenario for the annual exercise. The preparation of the scenario is directed by the ERS, who will enlist the assistance of personnel from other departments as required to assist in this task. The scenario for the annual exercise will be prepared and coordinated with local officials.

Scenarios will include the following information:

- Basic objectives
- Date, time period, place, and participating organizations.
- Simulated events
- Time schedules of real and simulated initiating events.
- Narrative summary describing the conduct of the drill and exercise
- Specific emergency sequence
- A set of messages

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- Expected actions that parallel the emergency sequence
- Critique criteria

Evaluations and Corrective Actions

All drills and exercise are evaluated. The process consists of the following steps:

- The ERS assembles the players at the conclusion of the activities for a critique. Players are encouraged to identify areas where improvement are required.
- A memorandum summarizing the drill/exercise and identifying corrective actions is submitted to Refinery Management by the HES Manager or designee.
- The ERS submits a list of corrective actions, responsibilities, and schedule to the ERM for approval.
- 4. Once corrective actions are approved by the ERM, the appropriate departments are assigned the responsibilities for implementing those actions.
- The ERS monitors the progress toward completion of the assigned tasks and keeps the ERM informed of the status.

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O. EMERGENCY RESPONSE TRAINING

The goal of Emergency Response Training is to ensure that all personnel are provided with training on the Emergency Response Plan and the interrelationship of the Emergency Response Plan to the associated Emergency Implementing Procedures.

The Performance Based Training Program shall provide instruction for both Non-Emergency and Emergency Response Organization Personnel. The program will be the responsibility of the Emergency Response Manager and will be administered by the Emergency Response Supervisor.

The training program is divided into three separate categories, Emergency Response Overview for all Refinery personnel, and Initial and Annual/Requalification training for Emergency Response Organization (ERO) personnel.

Emergency Response Overview Training

The Emergency Response Overview training encompasses the following topics; the emergency classification system, response to emergency conditions, and Refinery assembly, accountability and evacuation procedures. This training is necessary for both Sun and contractor personnel.

Initial Emergency Response Training

The Initial Emergency Response Training is sub-divided into six modules. These modules were created in accordance with job descriptions and performance measures identified in the Emergency Response Plan, Emergency Response Procedures and Task Assessment. Descriptions of each modules shall include a purpose, terminal and enabling objectives, and supporting lesson plans.

The modules are:

Emergency response position titles assigned to the various modules are shown on Table 0-1.

Review/Requalification Training

The Review/Requalification Training program follows the same design as the Initial Training Program. The emphasis of the Review training will be on problems and issues identified during exercises and drills, changes to the Emergency Response procedures, Emergency Response Plan Training Program evaluations, actual occurrences and communication techniques.

An annual training schedule will be implemented for all emergency response training. Non-emergency response training will be given for visitors and contractors, new Refinery employees, and non-Refinery Sun employees.

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TABLE 0-1

ERO TRAINING REQUIREMENTS

THE FOLLOWING EMERGENCY RESPONSE TRAINING MODULES ARE REQUIRED TO BE COMPLETED FOR QUALIFICATION IN THE EMERGENCY RESPONSE ORGANIZATION (ERO):

EPLP-001 EMERGENCY PLAN OVERVIEW - 2 hrs.

All Personnel

EPLP-002 EMERGENCY COMMUNICATIONS AND RECORDS - 1 hr.

All ERO assigned personnel

EPLP-003 MANAGEMENT OF REFINERY EMERGENCIES - 6 hrs.

Refinery Manager

All Managers / on call

All Superintendents

All Coordinators

Lead Engineers

Area Forepersons

All Plant 1 & 2 Process Supervisors / on call

HES Personnel

EPLP-004 COMPANY SPOKESPERSON TRAINING - 8 hrs.

Refinery Manager

HES Manager

E & PS Manager

Community and Public Relations Manager

Plant Doctor

Production Manager

Marketing Director

Financial Director

Emergency Response Supervisor

EPLP-005 FACILITY ACTIVATION AND OPERATIONS - 3/1 hr. ea.

All ERO Personnel assigned to FCP, ECC, or ENC

EPLP-006 EMERGENCY SECURITY OPERATIONS - 2 hrs

All Security Personnel

All Operations Managers / on call

Shift Superintendents

-•

P. RESPONSIBILITY FOR EMERGENCY PREPAREDNESS

The Refinery Manager has the overall responsibility for all REFINERY activities including final approval of the EMERGENCY RESPONSE PROGRAM. The HES MANAGER is assigned specific responsibility for maintaining REFINERY EMERGENCY PREPAREDNESS. As designated by the HES Manager, the EMERGENCY RESPONSE SUPERVISOR (ERS) is directly responsible for developing, revising, distributing, and maintaining the EMERGENCY RESPONSE PLAN and PROCEDURES and other materials which support the PLAN. The ERS is also responsible for coordination of the PLAN and PROCEDURES within the REFINERY departments and with OFF-SITE RESPONSE and REGULATORY organizations.

The EMERGENCY RESPONSE PLAN and PROCEDURES are reviewed, updated and approved bi-annually and are forwarded to members of the EMERGENCY RESPONSE ORGANIZATION (ERO) responsible for implementation of the PLAN. A record of DISTRIBUTION of the PLAN will be maintained listing the individual, organization and facility the volume is assigned to. The PLAN is also forwarded to key OFF-SITE ORGANIZATIONS with assistance or notification responsibilities within the PLAN.

The EMERGENCY RESPONSE PLAN annual review and revision takes into account drill, exercise and training identified corrective actions. Revisions are dated and marked to indicate where changes have been made and the current revision date.

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APPENDIX-1

GLOSSARY

Acronyms

Liability Act of 1980 CPC Command Post Coordinator EBS Emergency Broadcast System ECC Emergency Control Center ENC Emergency News Center EIP Emergency Implementing Procedures EMSA Emergency Medical Service Authority EOC Emergency Operations Center EPA Environmental Protection Agency EQB Environmental Quality Board ERB Emergency Response Brigade ERO Emergency Response Organization FEMA Federal Emergency Management Agency FCP Field Command Post FIN OFF Finance Officer IC Incident Commander IDLH Immediately Dangerous to Life or Health IND HYG Industrial Hygienist IRT Initial Response Team LEPC Local Emergency Planning Committee LIA OFF Liaison Officer
EBS Emergency Broadcast System ECC Emergency Control Center ENC Emergency News Center EIP Emergency Implementing Procedures EMSA Emergency Medical Service Authority EOC Emergency Operations Center EPA Environmental Protection Agency EQB Environmental Quality Board ERB Emergency Response Brigade ERO Emergency Response Organization FEMA Federal Emergency Management Agency FCP Field Command Post FIN OFF Finance Officer IC Incident Commander IDLH Immediately Dangerous to Life or Health IND HYG Industrial Hygienist IRT Initial Response Team LEPC Local Emergency Planning Committee LIA OFF Liaison Officer
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IRT Initial Response Team LEPC Local Emergency Planning Committee LIA OFF Liaison Officer
LEPC Local Emergency Planning Committee LIA OFF Liaison Officer
LIA OFF Liaison Officer
LOG OFF Logistic Officer
MAINT OFF Maintenance Officer
MED OFF Medical Officer
MSDS Material Safety Data Sheets
NFPA National Fire Protection Agency
OSC On-Scene Commander
OSHA Occupational Safety and Health Administration
PAR Protective Action Recommendations
PLN OFF Planning Officer
PRSOC Puerto Rico Sun Oil Company
RMF Refinery Medical Facility
SAF OFF Safety Officer
TAT OFF Tactical Officer
TLV Threshold Limit Values
USCG U.S. Coast Guard
YCD Yabucoa Civil Defense YPD Yabucoa Police Department
YPD Yabucoa Police Department

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Glossary

Assessment Actions

Those actions taken during or after an emergency to obtain and process information that is necessary to make decisions to implement specific emergency measures.

Controlled Area

An area to which access is controlled by the Refinery for purposes of protection of individuals from exposure to hazardous materials.

Corrective Actions

Those emergency measures taken to improve or terminate an emergency situation at or near the source of the problem in order to prevent an uncontrolled release of hazardous materials or to reduce the magnitude of the release, e.g., shutting equipment, fire fighting, repair and damage control.

Decontamination

The removal of Hazardous substances from employees and their equipment to the extent necessary to preclude the occurrence of foreseeable health effects.

Drill

A supervised instruction period aimed at developing, testing and maintaining skills in a particular operation.

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Emergency Classification

Emergency Condition

Emergency Response

Emergency Control Center

Emergency Information

Emergency News Center

Emergency Notification

A system used to define the severity of emergencies into one of three categories based upon Initiating Conditions. Classifications listed in order of increasing severity are: Minor-Unusual Event, Major-Site Emergency and Major-General Emergency.

Situation occurring which causes or may threaten to cause hazards affecting the health and safety of employees or the public, or which may result in damage to property.

A coordinated response effort from outside the immediate release area.

The emergency response facility, located in the Safety Training Room, where management personnel assemble to perform assessment analysis of the emergency to support the emergency response effort.

A status report providing important information concerning conditions of the particular emergency.

This is a gathering area for the press and is located in the Operations Training Room The facility is utilized as a focal point for the public information release.

The process by which members of the Emergency Response Organization and local authorities are notified. Refinery telephones, pager system or radios can be used to notify of an emergency.

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Exercise

Command Post

Hazardous Substance

Initiating Conditions

An annual event that tests the integrated capability of the basic elements existing within the Refinery, and Government Emergency Plans, procedures and the organizations involved. The exercise simulates emergency conditions requiring the response of offsite agencies.

The emergency response facility, mobile van, where emergency response brigade personnel assemble for further instructions in support of the emergency response effort.

Any substance designated or listed under the below criteria, exposure to which results or may result in adverse effects on the health or safety of employees:

- a. any substance defined under section 101 (14) of CERCLA,
- b. any biologic agent and other disease causing agent as defined in section 101 (33) of CERCLA,
- c. any substance listed by the U.S.
 Department of Transportation and regulated as hazardous materials under 49 CFR 172.101 and appendices,
- d. Hazardous waste

Specific parameters or conditions that may be used as thresholds for declaring a particular emergency classification.

LEPC Center

The emergency response facility where local emergency planning group gathers to provide support to the emergency response effort.

Offsite

Any area outside the security fence of the Refinery.

Onsite

The owner-controlled area within the security fence of the Refinery.

Protective Actions

Those emergency measures taken before or after a release of hazardous materials has occurred for the purpose of preventing or minimizing exposures to personnel.

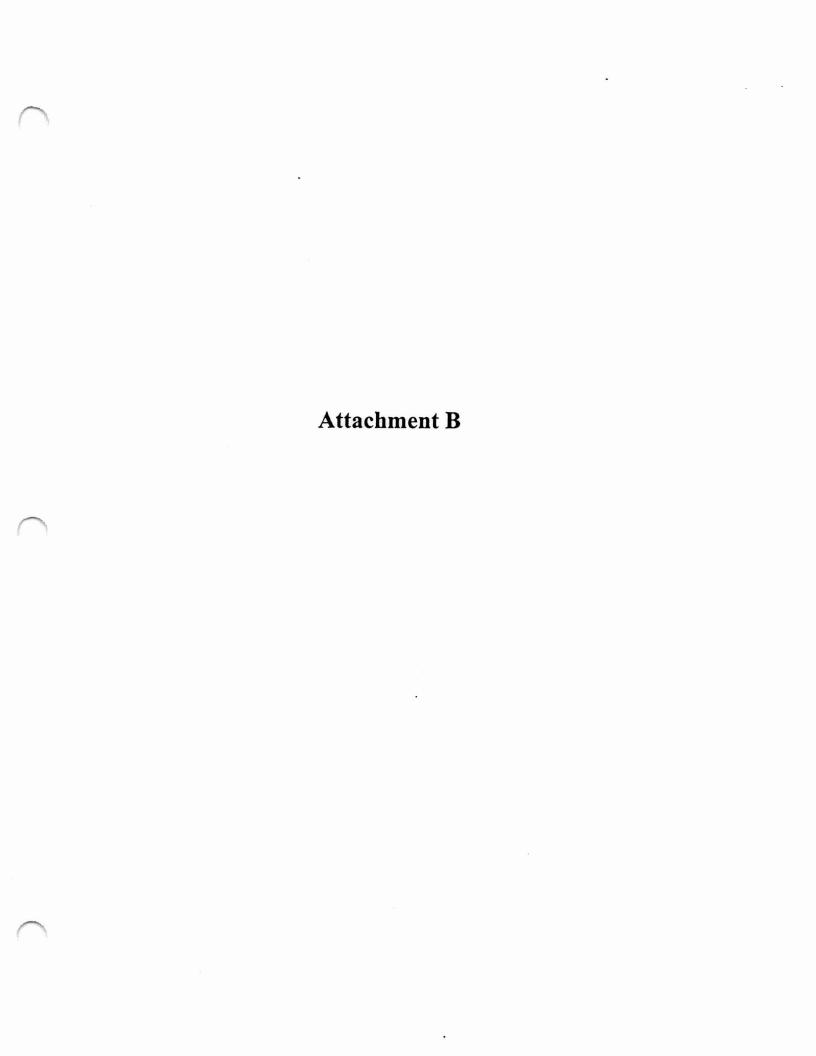
Reentry

The initial reentry into evacuated onsite areas for the purpose of information gathering and surveillance.

Recovery

Post-emergency efforts initiated to restore the Refinery to full operation or place the Refinery in a safe shutdown condition until full operation can be resumed.

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EMERGENCY IMPLEMENTING PROCEDURE

EIP-001

NOTIFICATION AND CALL LIST

APPROVED BY: New J. M. Marie: 6/1/97

EFFECTIVE DATE: _07_/_01_/_97_

REVISION NUMBER:

03

1.0 PURPOSE

THIS PROCEDURE PROVIDES AN ACCURATE NOTIFICATION LISTING OF THE EMERGENCY RESPONSE ORGANIZATION BY EMERGENCY CLASSIFICATION AND EMERGENCY RESPONSE INCIDENT TYPE.

2.0 APPLICABILITY

This procedure is to be activated consistent with the emergency classification designated by the Affected Area Shift Supervisor/On-Scene Commander/Incident Commander immediately following notification or upon notification of an emergency situation by plant personnel, local authorities, or organizations outside the refinery.

The SECURITY-MAIN GATE has the PRIMARY responsibility for implementation of this procedure. All PRSOC personnel have the SECONDARY responsibility for Emergency Response Organization notification when notified of an emergency event.

DISCUSSION

- 2.1 This procedure shall be implemented for ALL emergency classifications.
- 2.2 All numbers listed in this procedure are private and may not be appropriate for distribution to the public.
- 2.3 This procedure is updated quarterly with effective dates of January 1, April 1, July 1, and October 1 to verify timely Emergency Response Organization notification.
- 2.4 PRIMARY and ALTERNATE personnel are listed in this procedure to assure adequate personnel can be notified in the event of an emergency.
- 2.5 Offsite agencies are included on ATTACHMENT 1.A. They are included as TAB 8 for all three classifications.

3.0 INSTRUCTIONS

Upon receipt of an EMERGENCY EVENT CLASSIFICATION IMEDIATELY turn to the appropriate classification section of this procedure and complete notifications as instructed.

If the PRIMARY is not notified continue as instructed until an ALTERNATE is notified for that ERO position.

If PRIMARY or ALTERNATES are not notified to fill the ERO position upon completion of the call list notify the Affected Area Shift-Supervisor of notification completion with exceptions noted.

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3.1 NOTIFICATION CLASSIFICATIONS

MINOR-UNUSUAL EVENT TAB

FIRE	TAB	1
RELEASE (SPILL)	TAB	2
LOSS OF UTILITIES	TAB	3
NATURAL PHENOMENON	TAB	4
LOSS OF ENVIRONMENTAL CONTROL	TAB	5
UNUSUAL OPERATIONS or OTHER EVENTS	TAB	6
EQUIPMENT FAILURE	TAB	7
OFFSITE AGENCIES (ATTACHMENT A)	TAR	R

MAJOR-SITE EMERGENCY TAB

FIRE	TAB	1
RELEASE (SPILL)	TAB	2
LOSS OF UTILITIES	TAB	3
NATURAL PHENOMENON	TAB	4
LOSS OF ENVIRONMENTAL CONTROL	TAB	5
UNUSUAL OPERATIONS or OTHER EVENTS	TAB	6
EQUIPMENT FAILURE	TAB	7
OFFSITE AGENCIES (ATTACHMENT A)	TAB	8

MAJOR-GENERAL EMERGENCY TAB

FIRE		TAB	1
RELEASE	(SPILL)	TAB	2
LOSS OF	UTILITIES	TAB	3
NATURAL	PHENOMENON	TAB	4
LOSS OF	ENVIRONMENTAL CONTROL	TAB	5
UNUSUAL	OPERATIONS or OTHER EVENTS	TAB	6
EQUIPMEN	NT FAILURE	TAB	7
OFFSITE	AGENCIES (ATTACHMENT A)	TAR	8

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ATTACHMENT 1.A

OFFSITE AUTHORITIES NOTIFICATION LIST

EMERGENCY NOTIFICATION NUMBERS

AGENCY	OFF-HOURS	WORKING HOURS
NATIONAL RESPONSE CENTER U.S. COAST GUARD E.Q.B. LEPC SERC STATE CIVIL DEFENSE OSHA PROSHO	800-424-8802 (24 HOURS 800-424-8802 724-0124 (24 HOURS) 724-0124 (24 HOURS) 724-0124 (24 HOURS) 724-0124 (24 HOURS) 800-321-OSHA 800-981-5720	729-6800 766-2823 852-4044 766-2823

CIVIL DEFENSE REPRESENTATIVE

OFFICE NAME	NAME	OFFICE	HOME	RADIO/TEL
YABUCOA CD HUMACAO CD	JOSE A. MILLAN LUIS E. DE JESUS	893-3190 852-4044	759-1255	(U-2012351)
STATE CD	EPIFANIO JIMENEZ		(24 HOURS)

POLICE DEPARTMENT REPRESENTATIVE

OF	FICE NAME	NAME	OFFICE	HOME	RADIO/TEL
HUM.	POLICE POLICE REGION SITO	LT. RAMOS CPT. ORTIZ LT. COL. SANCHEZ LT. J. TORRES SILVA LT. EDWIN CRUZ	893-2020 852-2020 852-2020 852-1845 852-1845		

FIRE DEPARTMENT REPRESENTATIVE

OF	FICE NAME	NAME	OFFICE	HOME	RADIO/TEL
	FIRE DEP. FIRE DEP.	SGT. PEDRO VAZQUEZ LT. JOSUE PIÑEIRO	893-2330 852-2330		

MEDICAL DEPARTMENT REPRESENTATIVE

OFFICE NAME	NAME	OFFICE	HOME	RADIO/TEL
YAB. HOSPITAL HUM. DISTRICT RYDER HOSPITAL DOMINGUZ HOSP. FONT MARTELO	DR. SEPULVEDA DR. HERNANDEZ FRAG. RAMON E. DEFENDINI ROGELIO DIAZ JULIO ORTIZ	852-4950 852-0768	893-7100 852-2727 ER-850-2	(CUADRO)

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ENVIRONMENTAL AGENCIES REPRESENTATIVE

OFFICE NAME	NAME	OFFICE HOME	RADIO/TEL
E.P.A. E.Q.B. U.S.C.G. NAT. RESOURCES	CARL SODERBERG LIC. HECTOR RUSSE LT. CDR. STANTON CARMEN RODRIGUEZ NICOLAS SANTIAGO	729-6951/6920 767-8056/751-6274 729-6800 722-4408/723-3045 725-3846/725-3857	

ELECTRIC POWER AUTHORITY REPRESENTATIVE

OFFICE NAME	NAME	OFFICE	HOME	RADIO/TEL
HIMACAO OFFICE	HILDA CARCIA DERE	7 052-4215		

WATER RESOURCES AUTHORITY REPRESENTATIVE

	OFFICE NAME	NAME	OFFICE	HOME	RADIO/TEL
1	HUMACAO OFFICE	LUIS DIAZ RUCCI	852-0160		

U.S. NAVY ROOSEVELT ROADS

OFFICE NAME	NAME	OFFICE	HOME	RADIO/TEL
OIL SPILL DIR.	FIRE CHIEF BURGOS	865-4408		

OIL SPILL RESPONSE ORGANIZATIONS

<u></u>			
AGENCY	OFF-HOURS		WORKING HOURS
SUN COMPANY EMERG. CENTER SUN TRANSPORT NATIONAL RESPONSE CORP. CLEAN CARIBBEAN COOP.	800-SUN-CALL 610-494-9550 800-899-4672 954-983-9880 954-989-2007	(24 HRS.)	516-369-8644
COMMERCIAL DIVERS	800-981-5593	(U-33027)	844-0262 384-3418
CORAL HEAD DIVERS			850-7208

INSURANCE ORGANIZATIONS

AGENCY	OFF-HOURS	WORKING HOURS
CIGNA CIGNA (BRIAN MEEK)	1-888-272-5246 888-260-2413 (PAGER)	

TAB8-5

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UPON COMPLETION OF THIS CALL LIST NOTIFY THE SHIFT-SUPERVISOR

EIP001-3

. • . . . •

*	*	*	*	*	*	INSTRUCTIONS	*****
---	---	---	---	---	---	--------------	-------

NOTIFY ONE in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE ******

A MINOR-UNUSUAL EVENT FIRE IS IN PROGRESS AT THE REFINERY

THE LOCATION IS:	_
THE EVENT STARTED AT:	_ HRS.
THE AFFECTED AREA SHIFT SUPERVISOR IS:	
EXTENSION #:	
THE EVENT TERMINATED AT:	_ HRS.
ON CALL MANAGER NOTIFIED AT:	HRS.

EIP001-3

STAND BY AS EMERGENCY MEDICAL VEHICLE OPERATOR

NAME	TITLE	OFFICE HOME	BEEPER	RADIO/TEL
LABORATORY ON SHIFT	LAB. TECH. ERSS	2297 2318/3333		G-2

******* INSTRUCTIONS *******

NOTIFY THE FOLLOWING PERSONS BY OFFICE PHONE OR PAGER/BEEPER DURING NORMAL WORKING HOURS AND BY VOICE MAIL DURING OFF HOURS.

NOTIFICATION AS TACTICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT	E.R. SUPV. ERSS	2362 2318/33		330-1110	FB-1 G-2

NOTIFICATION AS ON-SCENE COMMANDER

1	NAME	TIT	TLE	OFFICE	номе	BEEPER	RADIO/TEL
E.	RIVERA		MGR. SUPT. SUPT.	2371 2373 2299	852-4564	386-9458 386-9446 386-9708	OPS-3

NOTIFICATION AS INCIDENT COMMANDER

NAME	TI	TLE OFFICE	HOME	BEEPER	RADIO/TEL
J. MORA F. MATE H. McLE	PROD.	MGR. 2371	258-2838	389-7866 386-9458 386-6968	OPS-1

NOTIFICATION AS PLANNING OFFICER

N	IAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
	McLEOD LOZADA	HES MGR. PS MGR.		852-9864 852-5890	386-6968 960	RM-1 S-2	

NOTIFICATION AS EMERGENCY CONTROL CENTER COORDINATOR

NAME		TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
	LOZADA SHIFT	PSM COORD. ERSS	2236 2318/33	852-5890 333	960	S-2 G-2

NOTIFICATION AS TECHNICAL OFFICER

NAME	TITLE	OFFICE HOME	BEEPER RADIO/TEL
W. RIVERA	TECH. MGR.	2309 724-6354	386-9441
L. ROSARIO	P. E. SUPT.	2291 852-1531	
R. PERALES	P. E. SUPT.	2274 743-0992	

NOTIFICATION AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO G. MARTE E. MARTINEZ	H.R. ANALYST H.R. ANALYST TRNG. COORD.	2383 2302 2426	893-6779 852-2637 734-9303	386-9662	PREQ. 5

******* INSTRUCTIONS *******

ADDITIONALLY, NOTIFY THE FOLLOWING PERSONS:

- 1- AFFECTED AREA SUPERINTENDENT
- 2- AFFECTED AREA PLANT COORDINATOR
- 3- AFFECTED AREA MAINTENANCE FOREMAN
- 4- J. SEDA
- 5- L. ROSARIO

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

. . .

RELEASE (

MINOR-UNUSUAL EVENT TAB

TAB 2

-	-	4	•	•	-	INSTRUCTIONS		• •	 _
	-		*	•	-	INSTRUCTIONS	* *	W 1	 •

NOTIFY ONE in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE ******

A MINOR-UNUSUAL EVENT RELEASE (SPILL) IS IN PROGRESS AT THE REFINERY

THE LOCATION IS:	
THE EVENT STARTED AT:	_ HRS.
THE AFFECTED AREA SHIFT SUPERVISOR IS:	
EXTENSION #:	_
THE EVENT TERMINATED AT:	_ HRS.
ON CALL MANAGER NOTIFIED AT:	HRS.

RESPOND AS CP COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
QUALIFIED	ERB MEMBER	*** PE	RSON ON SHI	FT ***	
J. FLECHA	ENV. TECH.	2308	852-5850	773	

RESPOND AS SECURITY OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A MORALES	ST.JAMES LT.	2257/3333	893-2834	U-9780	

**** ONE OF THE FOLLOWING ****

*** CALL NEXT ON SHIFT FIRST ***

F.	BAEZ	ERSS	789-1413	992
R.	CRUZ	ERSS	893-3069	986
v.	MERCED	ERSS	893-8568	993

RESPOND AS MAINTAINENCE OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
R. HUNTER	FUELS SUPT.	2426	761-5891	203-9475	FREQ. 1
R.M. PERALES	M. S. SUPT.	2488	743-0992	203-9580	
R. LOPEZ	CONT. ADMIN.	2502	893-4762		

******* INSTRUCTIONS *******

NOTIFY THE FOLLOWING PERSONS BY OFFICE PHONE OR PAGER/BEEPER DURING NORMAL WORKING HOURS AND BY VOICE MAIL DURING OFF HOURS

NOTIFICATION AS ENVIRONMENTAL OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J.	ROSADO	ENV. SPEC.	2425	285-4539	203-9454	HEMI-4
L.	COMAS	ENV. CONS.	2303	850-2216	386-9436	
C.	MARTINEZ	SR. ENV. ENG	2431	288-8504	203-9455	

NOTIFICATION AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. M. LOPEZ	PROD. MGR.	2378	767-8578	203-9481	
R. HUNTER	FUELS SUPT.	2426	761-5891	203-9475	FREQ. 1
J. A. MENDEZ	LUDES SUPT.	2202	745-2146	203-9463	

NOTIFICATION AS INCIDENT COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. MORALES	REF. MGR.	2200	850-7294	389-7866	AD-1
J. M. LOPEZ	PROD. MGR.	2378	767-8578	203-9481	
H.McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1

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NOTIFICATION AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1
LOZADA	PS MGR.	2236	852-5890	960	S-2

NOTIFICATION AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO G. MARTE	H.R. ANALYST	2383 2302	893-6779 852-2637	386-9662	FREQ. 5
E. MARTINEZ	TRNG. COORD.	2426	734-9303		

NOTIFICATION AS RECORDING OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
W.	DELGADO HERNANDEZ QUIÑONES	HES. SEC. MAT. COORD. TECH. SEC.	2292 2448 2313	893-6409 852-1741 850-2237		

******** INSTRUCTIONS ********

ADDITIONALLY, NOTIFY THE FOLLOWING PERSONS:

1- J. DEL MORAL

2- A. L. RUIZ

3- E. LOZADA

4- J. C. PEREZ

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

MINOR-UNUSUAL EVENT TAB

LOSS OF UTILITIES

TAB 3

***** INSTRUCTIONS *****

NOTIFY <u>ONE</u> in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE *******

A <u>MINOR-UNUSUAL EVENT</u> LOSS OF UTILITIES IS IN PROGRESS AT THE REFINERY

THE LOCATION IS:

THE	EVENT	STARTED	AT:			HRS.
THE	AFFECT	TED AREA	SHIFT	SUPERVISOR	IS:	
EXT	ENSION	#:				
THE	EVENT	TERMINAT	red AT:	·		HRS.
01	N CALL	MANAGER	NOTIF	ED AT:		HRS.

RESPOND AS MAINTENANCE OFFICER

N	AME	TI	TLE	OFFICE	HOME	BEEPER	RADIO/TEL
J.	LOZADA SEDA MORALES	FUELS E & I M. S.	SUP.	2299 2497 2393	734-4641 390-0934 791-3662	386-9708 389-0461	

RESPOND AS ENVIRONMENTAL OFFICER

N	IAME	TITLE	OFFICE	HOME	BEEPER RADIO/TEL
ī.	COMAS LABORDE MARTINEZ	ENV. CONS. ENV. SPEC. ENV. SPEC.	2303 2425 2431	761-6549	386-9436 386-8064 386-8689

******* INSTRUCTIONS *******

NOTIFY THE FOLLOWING PERSONS BY OFFICE PHONE OR PAGER/BEEPER DURING NORMAL WORKING HOURS AND BY VOICE MAIL DURING OFF HOURS.

NOTIFICATION AS ON-SCENE COMMANDER

NAME		TIT	LE	OFFICE	HOME	BEEPER	RADIO/TEL
H.	MATEO LOZADA RIVERA	PROD. FUELS LUBES	SUPT.	2371 2299 2373	734-4641	386-9458 386-9708 386-9446	FREQ. 5

NOTIFICATION AS INCIDENT COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. MORALES F. MATEO H. McLEOD	REF. MGR. PROD. MGR. HES MGR.	2200 2371 2300	258-2838	389-7866 386-9458 386-6968	OPS-1

NOTIFICATION AS PLANNING OFFICER

NAME	I	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. McL	HES PS M	MGR.		852-9864 852-5890	386-6968 960	8 RM-1 S-2

NOTIFICATION AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO G. MARTE	H.R. ANALYST H.R. ANALYST	2383 2302	893-6779 852-2637	386-9662	PREQ. 5
E. MARTINEZ	TRNG. COORD.	2426	734-9303		

******* INSTRUCTIONS *******

ADDITIONALLY, NOTIFY THE FOLLOWING PERSONS:

- 1- H. DEL MORAL
- 2- H. LOZADA
- 3- F. SILVA
- 4- R. MORALES
- 5- E. RIVERA
- 6- A. L. RUIZ
- 7- J. A SEDA

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

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*****	INSTRUCTIONS	*****
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NOTIFY $\underline{\text{ONE}}$ in each of the following ERO listed positions.

NOTE person filling each position and time notified.

***** READ THE FOLLOWING MESSAGE *******

A MINOR-UNUSUAL EVENT NATURAL PHENOMENOM IS IN PROGRESS AT THE REFINERY

THE LOCATION IS:	-
THE EVENT STARTED AT:	HRS.
THE AFFECTED AREA SHIFT SUPERVISOR IS:	
EXTENSION #:	
THE EVENT TERMINATED AT:	HRS.
**ON CALL MANAGER NOTIFIED AT.	HRS **

RESPOND AS PLANNING OFFICER

NAME		TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
	McLEOD LOZADA	HES MGR.	2300 2236	852-9864 852-5890	386-6968 960	8 RM-1 S-2

RESPOND AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
F. MATEO E. RIVERA	PROD. MGR. LUBES SUPT.	2371 2373		386-9458 386-9446	
H. LOZADA	FUELS SUPT.	2299			FREQ. 5

RESPOND AS EMERGENCY CONTROL CENTER COORDINATOR

1	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
	LOZADA SHIFT	PS MGR. ERSS	2236 2316/3	852-5890 333	960	S-2 G-2	

RESPOND AS SECURITY OFFICER

NAME	TITLE	OFFICE HOME	BEEPER	RADIO/TEL
A. MORALES	ST. JAMES LT.	2257/3333 893-2	2834 U-9780	

**** ONE OF THE FOLLOWING **** *** CALL NEXT ON SHIFT FIRST ***

F.	BAEZ	ERSS	789-1413	992
D.	RODRIGUEZ	ERSS	852-9737	984
R.	CRUZ	ERSS	893-3069	986
v.	MERCED	ERSS	893-8568	993

STAND BY AS INCIDENT COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. MORALES H. McLEOD F. MATEO	REF. MGR. HES MGR. PROD. MGR.	2200 2300 2371	852-9864	389-7866 386-6968 386-9458	3 RM-1

STAND BY AS MAINTENANCE OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. LOZADA M. MORALES J. SEDA	FUELS SUPT. M. S. SUPT. E & I SUP.	2299 2393 2497	791-3662	386-9708 389-0461	FREQ. 5

STAND BY AS LOGISTICS OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
M. ZENQUIZ	MAT. MGR.	2216	893-4501		
MATERIALS ON-	-CALL			386-925	57

STAND BY AS TACTICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT MAINT. ERB ON SHIFT ERB	E.R. SUPV. ERSS ERB CAPT. ERB CAPT.	2318/3 (DURI			.0 FB-1 G-2

STAND BY AS CP COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
QUALIFIED J. FLECHA	ERB MEMBER ENV. TECH.	*** PER	SON ON S 852-585	HIFT *** 0 773	

******* INSTRUCTIONS ********

NOTIFY THE FOLLOWING PERSONS BY OFFICE PHONE OR PAGER/BEEPER DURING NORMAL WORKING HOURS AND BY VOICE MAIL DURING OFF HOURS.

NOTIFICATION AS INFORMATION OFFICER

	NAME	T	ITLE	OFFICE	номе	BEEPER	RADIO/TEL
G.	AMARO MARTE MARTINEZ	H.R.	ANALYST ANALYST . COORD.	2383 2302 2426	893-6779 852-2637 734-9303	386-9662	2 FREQ. 5

NOTIFICATION AS ENVIRONMENTAL OFFICER

NAME	Т	ITLE	OFFICE	HOME	BEEPER	RADIO/TEL
L. COMAS I. LABORD C. MARTIN	E ENV.	CONS. SPEC. SPEC.	2303 2425 2431	761-6549	386-9436 386-8064 386-8689	•

NOTIFICATION AS TECHNICAL OFFICER

	NAME	TI	TLE	OFFICE	HOME	BEEPER	RADIO/TEL
W.	RIVERA	TECH.	MGR.	2309	724-6354	386-5595	
L.	ROSARIO	P. E.	SUPT.	2291	852-1531	386-9441	
R.	PERALES	P. E.	SUPT.	2274	743-0992		

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

MINOR-UNUSUAL EVENT TAB LOSS OF ENVIRONMENTAL CONTROL

TAB 5

***** INSTRUCTIONS *****

NOTIFY ONE in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE ******

A <u>MINOR-UNUSUAL EVENT</u> LOSS OF ENVIRONMENTAL CONTROL IS IN PROGRESS AT THE REFINERY

THE	LOCATI	ON IS:_				
THE	EVENT	STARTED	AT.:			HRS.
THE	AFFECT	TED AREA	SHIFT S	UPERVISOR	IS:	
EXT	ENSION	#:				
THE	EVENT	TERMINA	TED AT:_			HRS.
0]	N CALL	MANAGER	NOTIFIE	D AT:		HRS.

RESPOND AS ENVIRONMENTAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
L. COMAS C. MARTINEZ I. LABORDE	ENV. CONS. ENV. SPEC. ENV. SPEC.	2303 2431 2425	850-2216 402-9366 761-6549	386-8689	•

******* INSTRUCTIONS *******

NOTIFY THE FOLLOWING PERSONS BY OFFICE PHONE OR PAGER/BEEPER DURING NORMAL WORKING HOURS AND BY VOICE MAIL DURING OFF HOURS.

NOTIFICATION AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
F. MATEO H. LOZADA E. RIVERA	PROD. MGR. FUELS SUPT. LUBES SUPT.	2371 2299 2373	734-4641	386-9458 386-9708 386-9446	FREQ. 5

NOTIFICATION AS INCIDENT COMMANDER

N	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
F.	MORALES MATEO McLEOD	REF. MGR. PROD. MGR. HES MGR.	2200 2371 2300	258-2838	389-7866 386-9458 386-6968	OPS-1

NOTIFICATION AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
H. McLEOD E. LOZADA	HES MGR.	2300 2236	852-9864 852-5890	386-6968 960	RM-1 S-2	

NOTIFICATION AS TACTICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT	E.R. SUPV. ERSS	2362 2318/3		330-1110	FB-1 G-2

NOTIFICATION AS MAINTENANCE OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. LOZADA J. SEDA M. MORALES	FUELS SUPT. E & I SUP. M. S. SUPT.	2299 2497 2393		389-0461	FREQ. 5 FREQ. 5 FREQ. 5

NOTIFICATION AS INFORMATION OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
	AMARO	H.R. ANALYST			386-9662	FREQ. 5
G.	MARTE	H.R. ANALYST	2302	852-2637		
E.	MARTINEZ	TRNG. COORD.	2426	734-9303		

******* INSTRUCTIONS *******

ADDITIONALLY, NOTIFY THE FOLLOWING PERSONS:

- 1- E. RIVERA
- 2- AFFECTED AREA PLANT COORDINATOR
- 3- AFFECTED AREA MAINTENANCE FOREMAN
- 4- I. LABORDE
- 5- E. LOZADA
- 6- W. RIVERA

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

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MINOR-UNUSUAL EVENT TAB UNUSUAL OPERATIONS OF OTHER EVENTS TAB 6

	3; n
****** INSTRUCTIONS ******	
NOTIFY ONE in each of the following ERO listed	positions.
NOTE person filling each position and time r	notified.
****** READ THE FOLLOWING MESSAGE ***	****
A MINOR-UNUSUAL EVENT (SPECIFY) IS IN PROGRESS A	AT THE REFINERY
THE LOCATION IS:	
THE EVENT STARTED AT:	HRS.
THE AFFECTED AREA SHIFT SUPERVISOR IS:	
EXTENSION #:	
MUE EVENU MEDMINAMED AM.	, , ,
THE EVENT TERMINATED AT:	HKS.

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ON CALL MANAGER NOTIFIED AT:_____ HRS.

RESPOND AS EMERGENCY MEDICAL VEHICLE OPERATOR

NAME	TITLE	OFFICE HOME	BEEPER	RADIO/TEL
LABORATORY ON SHIFT	LAB. TECH. ERSS	2297 2318/3333		G-2

RESPOND AS SECURITY OFFICER

	NAME	TITLE		OFFICE	HOME	BEEPER	RADIO/TEL
7	MODALEC	CT TAMES	T.T	2257/22	33 803-3	834 11-978	n

A. MORALES ST. JAMES LT. 2257/3333 893-2834 U-9780

**** ONE OF THE FOLLOWING ****

*** CALL NEXT ON SHIFT FIRST ***

F.	BAEZ	ERSS	789-1413	992
D.	RODRIGUEZ	ERSS	852-9737	984
R.	CRUZ	ERSS	893-3069	986
v.	MERCED	ERSS	893-8568	993

RESPOND AS MEDICAL ASSISTANT

NAME	TITLE	OFFICE HOME	BEEPER	RADIO/TEL
M. CAMACHO ON SHIFT	IND. NURSE ERSS	2296 893-0304 2318/3333	810	MD-2 G-2
LABORATORY YABUCOA HOSP.	LAB. TECH.	2297 ***** 893-7100	*****	

STAND BY AS TACTICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT MAINT. ERB ON SHIFT ERB	E.R. SUPV. ERSS ERB CAPT. ERB CAPT.	2318/33 (DURII			FB-1 G-2

****** INSTRUCTIONS *******

NOTIFY THE FOLLOWING PERSONS BY OFFICE PHONE OR PAGER/BEEPER DURING NORMAL WORKING HOURS AND BY VOICE MAIL DURING OFF HOURS.

NOTIFICATION AS EMERGENCY MEDICAL OFFICER

NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL
DR. FUENTES M. CAMACHO YABUCOA HOSP.	REF.DR. IND. NURSE	2296	789-0884 893-0304 893-7100		MD-1 MD-2

NOTIFICATION AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO G. MARTE E. MARTINEZ	H.R. ANALYST H.R. ANALYST TRNG. COORD.	2383 2302 2426	893-6779 852-2637 734-9303	386-9662	PREQ. 5

NOTIFICATION AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
F. MATEO E. RIVERA H. LOZADA	PROD. MGR. LUBES SUPT. FUELS SUPT.	2371 2373 2299	852-4564	386-9458 386-9446 386-9708	OPS-3

NOTIFICATION AS INCIDENT COMMANDER

1	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J.	MORALES	REF. MGR.	2200	850-7294	389-7866	AD-1
H.	McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1
F.	MATEO	PROD. MGR.	2371	258-2838	386-9458	OPS-1

NOTIFICATION AS PLANNING OFFICER

1	NAME	TITLE	•	OFFICE	HOME	BEEPER	RADIO/TEL
	McLEOD LOZADA	HES MGR. PS MGR.		2300 2236	852-9864 852-5890	386-6968 960	RM-1 S-2

NOTIFICATION AS EMERGENCY CONTROL CENTER COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
E. LOZADO	PS MGR.	2236	852-5890	960	S-2
ON SHIFT	ERSS	2318/3	333		G-2

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

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***** INSTRUCTIONS *****

NOTIFY ONE in each of the following ERO listed positions. NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE ******

A MINOR-UNUSUAL EVENT EQUIPMENT FAILURE IS IN PROGRESS AT THE REFINERY

THE LOCATION IS:	_
THE EVENT STARTED AT:	_ HRS.
THE AFFECTED AREA SHIFT SUPERVISOR IS:	
EXTENSION #:	
THE EVENT TERMINATED AT:	_ HRS.
**ON CALL MANAGED NOTIFIED AT-	UDC ++

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STAND BY AS MAINTENANCE OFFICER

NAME	TIT	CLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. LOZADA J. SEDA M. MORALI	E & I	SUP.	2497		386-9708 389-0463	

******* INSTRUCTIONS *******

NOTIFY THE FOLLOWING PERSONS BY OFFICE PHONE OR PAGER/BEEPER DURING NORMAL WORKING HOURS AND BY VOICE MAIL DURING OFF HOURS.

NOTIFICATION AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
F. MATEO H. LOZADA E. RIVERA	PROD. MGR. FUELS SUPT LUBES SUPT	. 2299	734-4641	386-9458 386-9708 386-9446	FREQ. 5

NOTIFICATION AS INCIDENT COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. MORALES H. McLEOD F. MATEO	REF. MGR. HES MGR. PROD. MGR.	2200 2300 2371	852-9864	389-7866 386-6968 386-9458	8 RM-1

NOTIFICATION AS TACTICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER RADIO/TEL		
A. L. RUIZ ON SHIFT	E.R. SUPV. ERSS	2362 2318/3		330-1110	FB-1 G-2	

NOTIFICATION AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
H. McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1	
E. LOZADA	PS MGR.	2236	852-5890	960	S-2	

NOTIFICATION AS EMERGENCY CONTROL CENTER COORDINATOR

NAME	TITLE	OFFICE H	OME	BEEPER	RADIO/TEL
E. LOZADA ON SHIFT	PS MGR. ERSS	2236 85 2318/3333	2-5890	960	S-2 G-2

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

TAB 1

FIRE

***** INSTRUCTIONS *****

NOTIFY	ONE	in	each	of	the	followin	g ERO	liste	d positions	S
NOTE	per	son	fill	ing	eac	h positio	on and	time	notified.	

	****** READ THE FOLLOWING MESSAGE ******
Α	MAJOR-SITE EVENT FIRE IS IN PROGRESS AT THE REFINERY
	THE LOCATION IS:
	THE EVENT STARTED AT: HRS.
	THE AFFECTED AREA SHIFT SUPERVISOR IS:
	EXTENSION #:

ON CALL MANAGER NOTIFIED AT:_____ HRS.

THE EVENT TERMINATED AT:_____ HRS.

RESPOND AS EMERGENCY RESPONSE BRIGADE

********* INSTRUCTIONS ********** *** ACTIVATE BOTH GROUP CALLS ****

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
GROUP CALL	MANT. BRIG	ADES		680	
GROUP CALL	OPS. BRIGA	DES		690	

RESPOND AS CP COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
QUALIFIED J. FLECHA	ERB MEMBER ENV. TECH.		ON ON S	HIFT ***	

RESPOND AS TACTICAL OFFICER

NAME	TITLE	OFFICE I	HOME	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT	E.R. SUPV. ERSS	2362 89 2318/333		330-1110	FB-1 G-2
MAINT. ERB ON SHIFT ERB	ERB CAPT. ERB CAPT.	(DURING (DURING			

RESPOND AS SECURITY OFFICER

NAME	TITLE	OFFICE HOME	BEEPER	RADIO/TEL
A. MORALES	ST. JAMES LT.	. 2257/3333 893-2	2834 U-9780)
		OF THE FOLLOWING NEXT ON SHIFT FO		
F. BAEZ	ERSS	789-1413	992	
D. RODRIGUEZ	ERSS	852-9737	984	
R. CRUZ	ERSS	893-3069	986	
V. MERCED	ERSS	893-8568	993	

RESPOND AS EMERGENCY MEDICAL VEHICLE OPERATOR

NAME	TITLE	OFFICE HOME	BEEPER	RADIO/TEL	
LABORATORY ON SHIFT	LAB. TECH. ERSS	2297 2318/3333		G-2	

RESPOND AS MEDICAL ASSISTANT

NAME	TITLE	OFFICE HOME BEEPER	RADIO/TEL
M. CAMACHO ON SHIFT	IND. NURSE ERSS	2296 893-0304 810 2318/3333	G-2
LABORATORY YABUCOA HOSP.	LAB. TECH.	2297 ***** 893-7100 *****	•

RESPOND AS ON-SCENE COMMANDER

NAME	TIT	LE	OFFICE	HOME	BEEPER	RADIO/TEL
MATEO RIVERA	PROD.		2371 2373	258-2838 852-4564	386-9458 386-944	
LOZADA	FUELS		2299		386-970	

RESPOND AS INCIDENT COMMANDER

	NAME	TITLE	OFFICE	НОМЕ	BEEPER	RADIO/TEL
F.	MORALES MATEO McLEOD	REF. MGR. PROD. MGR. HES MGR.	2200 2371 2300	258-2838	389-7866 386-9458 386-6968	OPS-1

RESPOND AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1
E. LOZADA	PS MGR.	2236	852-5890	960	S-2

RESPOND AS EMERGENCY CONTROL CENTER COORDINATOR

1	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
	LOZADA SHIFT	PS MGR. ERSS	2236 2318/3	852-5890 333	960	S-2 G-2

RESPOND AS MEDICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
DR. FUENTES M. CAMACHO YABUCOA HOSP.	REF.DR. IND. NURSE	2296	789-0884 893-0304 893-7100		MD-1 MD-2

RESPOND AS MAINTENANCE OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J.	LOZADA SEDA MORALES	FUELS SUPT. E & I SUP. M. S. SUPT.	2299 2497 2393		386-9708 389-0461	

RESPOND AS TECHNICAL OFFICER

]	NAME		TI	TLE	OFFICE	HOME	BEEPER	RADIO/TEL
W.	RIVERA	TE	CH.	MGR.	2309	724-6354	386-5595	
L.	ROSARIO	P.	E.	SUPT.	2291	852-1531	386-9441	
R.	PERALES	P.	E.	SUPT.	2274	743-0992		

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RESPOND AS LOG	ISTICS OFFICER				
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
M. ZENQUIZ MATERIALS ON-C		2216	893-4501	386-9257	
RESPOND AS SAF	ETY OFFICER				
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. DE ARCE	SAF. SPEC.	2301	783-7042	386-5617	7
RESPOND AS INF	ORMATION OFFIC	ER			
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO G. MARTE E. MARTINEZ	H.R. ANALYST H.R. ANALYST TRNG. COORD.		893-6779 852-2637 734-9303	386-9662 733-UVS 7	-
RESPOND AS ENV	VIRONMENTAL OFF	ICER			
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
L. COMAS I. LABORDE C. MARTINEZ	ENV. CONS. ENV. SPEC. ENV. SPEC.	2303 2425 2431		386-8064	1
RESPOND AS REC	CORDING OFFICER	1			
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
O. DELGADO W. HERNANDEZ A. QUIÑONES	HES. SEC. MAT. COORD. TECH. SEC.	2292 2448 2313	893-6409 852-1741 850-2237		
RESPOND AS LEI	PC OFFICER				
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I. LABORDE L. COMAS	ENV. SPEC. ENV. CONS.	2425 2303	761-6549 746-1700		
RESPOND AS FI	NANCE OFFICER				
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
M. COLAVITA I. SANTOS N. SANTANA	FIN. DIR. ACC. PAY. CONTROLLER	2369 2395 2369	790-0540 852-8291 743-9581		

RESPOND AS LIAISON OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D.	JOHNSON AMARO MARTE	E&PS MGR H.R. ANA H.R. ANA	LYST 2383	850-0810 893-6779 852-2637	386-9662	2 FREQ. 5

STAND BY AS STAGING AREA OFFICER

NAME	TITL	E OFFICE	HOME	BEEPER	RADIO/TEL
ON SHIFT	ERSS	2318/3	333		G-2
	*** ANY	QUALIFIED AVA	ILABLE I	RESPONDER	***

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

• . *

TAB 2

***** INSTRUCTION	NS	**	***	ı
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NOTIFY <u>ONE</u> in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE *******

A MAJOR-SITE EVENT RELEASE (SPILL) IS IN PROGRESS AT THE REFINERY

THE LOCATION IS:	-
THE EVENT STARTED AT:	HRS.
THE AFFECTED AREA SHIFT SUPERVISOR IS:	
EXTENSION #:	_
THE EVENT TERMINATED AT:	HRS.
**ON CALL MANAGER NOTIFIED AT:	HRS **

RESPOND AS CP COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
QUALIFIED	ERB MEMBER	*** PER	SON ON S	HIFT ***	
J. FLECHA	ENV. TECH.	2308	852-585	0 773	

RESPOND AS SECURITY OFFICER

	NAME	•	TITLE		OFFICE	HOME	BEEPER	RADIO/TEL
A.	MORALES	ST.	JAMES	LT.	2257/3333	893-	2834 U-9780	

**** ONE OF THE FOLLOWING **** *** CALL NEXT ON SHIFT FIRST ***

F.	BAEZ	ERSS	789-1413	992
D.	RODRIGUEZ	ERSS	852-9737	984
	CRUZ	ERSS	893-3069	986
	MERCED	ERSS	893-8568	993

RESPOND AS MAINTENANCE OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
M.	LOZADA MORALES C. PEREZ	FUELS SUPT. M. S. SUPT. CONT. ADMIN.	2299 2393 2245	734-4641 791-3662 850-7637	386-9708	FREQ. 5 FREQ. 5 FREQ. 5

RESPOND AS TACTICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT MAINT. ERB ON SHIFT ERB	E.R. SUPV. ERSS ERB CAPT. ERB CAPT.	2318/33 (DURI		₹	0 FB-1 G-2

RESPOND AS ENVIRONMENTAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
L. COMAS I. LABORDE C. MARTINEZ	ENV. CONS. ENV. SPEC. ENV. SPEC.	2303 2425 2431	761-6549	386-9436 386-8066 386-8689	4

RESPOND AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL
F. MATEO H. LOZAD E. RIVER			734-4641	386-9458 386-9708 386-9446	FREQ. 5

RESPOND AS INCIDENT COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. MORALES F. MATEO H. McLEOD	REF. MGR. PROD. MGR. HES MGR.	2200 2371 2300	850-7294 258-2838 852-9864	386-9458	OPS-1
F. MATEO	PROD. MGR.	2371	258-2838	386-9458	OPS-1

RESPOND AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
 McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1
LOZADA	PS MGR.	2236	852-5890	960	S-2

RESPOND AS EMERGENCY CONTROL CENTER COORDINATOR

L	NAME	TITLE	OFFICE HOME		BEEPER	RADIO/TEL
-	LOZADA SHIFT	PS MGR. ERSS	2236 2318/33	852-5890 333	960	S-2 G-2

RESPOND AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
D. AMARO	H.R. ANALYST	2383		386-9662	FREQ. 5	
G. MARTE E. MARTINEZ	H.R. ANALYST TRNG. COORD.	2302 2426	852-2637 734-9303			

RESPOND AS LOGISTICS OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
M. ZENQUIZ	MAT. MGR.	2216	893-4501		
MATERIALS ON	-CALL			386-925	57

RESPOND AS SAFETY OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J.	DE ARCE	IND. HYG.	2301	.783-7042	386-5617	7

RESPOND AS RECORDING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
DELGADO HERNANDEZ QUIÑONES	HES. SEC. MAT. COORD. TECH. SEC.	2292 2448 2313	893-6409 852-1741 850-2237		

RESPOND AS LEPC OFFICER

NAME	TIT	LE OFFICE	HOME	BEEPER	RADIO/TEL
I. LABOR L. COMAS H. McLEO	ENV. C	ONS. 2303	746-1700	386-8064 386-9436 386-6968	;

RESPOND AS FINANCE OFFICER

	NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL
I.	COLAVITA SANTOS SANTANA	FIN. DIR. INV & AC. PAY. CONTROLLER	2369 2395 2369	790-0540 852-8291 743-9581		

RESPOND AS TECHNICAL OFFICER

1	NAME	TIT	LE	OFFICE	HOME	BEEPER	RADIO/TEL
W.	RIVERA	TECH. I	MGR.	2309	724-6354	386-5595	
L.	ROSARIO	P. E. S	SUPT.	2291	852-1531	386-9441	
R.	PERALES	P. E.	SUPT.	2274	743-0992		

RESPOND AS LIAISON OFFICER

NAME		T:	ITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D.	JOHNSON AMARO MARTE		MGR. ANALYST ANALYST	2509 2383 2302	850-0810 893-6779 852-2637	386-9662	2 FREQ. 5

RESPOND AS STAGING AREA OFFICER

NAME	TITLE	OFFICE HOME	BEEPER	RADIO/TEL
ON SHIFT	ERSS *** ANY C	2318/3333 QUALIFIED AVAILABLE	RESPONDER *	G-2

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

MAJOR SITE EMERGENCY

LOSS OF UTILITIES

TAB 3

***** INSTRUCTIONS *****

NOTIFY ONE in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE ******

A MAJOR-SITE EVENT LOSS OF UTILITIES IS IN PROGRESS AT THE REFINERY

THE LOCATION IS:	
THE EVENT STARTED AT:	HRS.
THE AFFECTED AREA SHIFT SUPERVISOR IS:	
EXTENSION #:	*
THE EVENT TERMINATED AT:	HRS.
ON CALL MANAGER NOTIFIED AT:	HRS.

RESPOND AS SECURITY OFFICER

NAME)	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. MORA	ALES ST.	JAMES LT.	2257/33	33 893-28	334 U-9780	
		**** ONE		FOLLOWING		
F. BAE		. 	789-14		992	
D. RODE	RIGUEZ ERS	S	852-97	37	984	
R. CRUZ	Z ERS	S	893-30	69	986	
V. MERC	CED ERS	S	893-85	68	993	

RESPOND AS ON-SCENE COMMANDER

	NAME	TI	LLE	OFFICE	HOME	BEEPER	RADIO/TEL
F.	MATEO	PROD.	MGR.	2371	258-2838	386-9458	OPS-1
Η.	LOZADA	FUELS	SUPT.	2299	734-4641	386-9708	FREQ. 5
Ε.	RIVERA	LUBES	SUPT.	2373	852-4564	386-9446	OPS-3

RESPOND AS MAINTENANCE OFFICER

	NAME	TIT	TLE	OFFICE	HOME	BEEPER	RADIO/TEL
J.	LOZADA SEDA MORALES	FUELS E & I M. S.	SUP.			386-9708 389-0461	

RESPOND AS ENVIRONMENTAL OFFICER

	NAME	TIT	LE	OFFICE	номе	BEEPER	RADIO/TEL
ī.	COMAS LABORDE MARTINEZ	ENV. S ENV. S	SPEC.	2303 2425 2431	850-2216 761-6549 402-9366		<u>l</u>

RESPOND AS TACTICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT MAINT. ERB ON SHIFT ERB	E.R. SUPV. ERSS ERB CAPT. ERB CAPT.	2318/3 (DURI			0 FB-1 G-2

STAND BY AS INCIDENT COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
J. MORALES F. MATEO H. McLEOD	REF. MGR. PROD. MGR. HES MGR.	2200 2371 2300	850-7294 258-2838 852-9864	386-9458	OPS-1	
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STAND BY AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. McLEOD	HES MGR.	2300	852-9864	386-6968	8 RM-1
E. LOZADA	PS MGR.	2236	852-5890	960	S-2

STAND BY AS CP COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
QUALIFIED J. FLECHA	ERB MEMBER ENV. TECH.	*** PERS	SON ON S 852-585	HIFT *** 0 773	

STAND BY AS LOGISTICS OFFICER

NAME TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
M. ZENQUIZ MAT. MGR.	2216	893-4501		
MATERIALS ON-CALL			386-925	57

STAND BY AS SAFETY OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J.	DE ARCE	IND. HYG.	2301	783-7042	386-5617	7

******* INSTRUCTIONS *******

NOTIFY THE FOLLOWING PERSONS BY OFFICE PHONE OR PAGER/BEEPER DURING NORMAL WORKING HOURS AND BY VOICE MAIL DURING OFF HOURS.

NOTIFICATION AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO G. MARTE E. MARTINEZ	H.R. ANALYST H.R. ANALYST TRNG. COORD.	2383 2302 2426	893-6779 852-2637 734-9303	386-9662	PreQ. 5

NOTIFICATION BY AS FINANCE OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I.	COLAVITA SANTOS SANTANA	FIN. DIR. INV & AC. PAY. CONTROLLER	2369 2395 2369	790-0540 852-8291 743-9581		

RESPOND AS TECHNICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
W. RIVERA L. ROSARIO R. PERALES	TECH. MGR. P. E. SUPT. P. E. SUPT.		724-6354 852-1531 743-0992		

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

NATURAL PHENOMENON

TAB 4

MAJOR-SITE EMERGENCY

*****	INSTRUCTIONS	*****
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NOTIFY ONE in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE ******

A MAJOR-SITE EVENT NATURAL PHENOMENON IS IN PROGRESS AT THE REFINERY

THE LOCATION IS:	9
THE EVENT STARTED AT:	HRS.
THE AFFECTED AREA SHIFT SUPERVISOR IS:	
EXTENSION #:	
THE EVENT TERMINATED AT:	HRS.
ON CALL MANAGER NOTIFIED AT:	HRS.

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RESPOND AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
F. MATEO E. RIVERA H. LOZADA	PROD. MGR. LUBES SUPT. FUELS SUPT.	2371 2373 2299	852-4564	386-9458 386-9446 386-9708	OPS-3

RESPOND AS INCIDENT COMMANDER

	NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL
н.	MORALES MCLEOD MATEO	REF. MGR. HES MGR. PROD. MGR.	2200 2300 2371	852-9864	389-7866 386-6968 386-9458	RM-1

RESPOND AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
 McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1
LOZADA	PS MGR.	2236	852-5890	960	S-2

RESPOND AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO G. MARTE E. MARTINEZ	H.R. ANALYST H.R. ANALYST TRNG. COORD.	2383 2302 2426	893-6779 852-2637 734-9303	386-9662	P. FREQ. 5

RESPOND AS TACTICAL OFFICER

NAME	TITLE	OFFICE HOME BEEPER RADIO/TEL	
A. L. RUIZ	E.R. SUPV.	2362 893-1467 330-1110 FB-1	
ON SHIFT	ERSS	2318/3333 G-2	
MAINT. ERB	ERB CAPT.	(DURING DAY TIME)	
ON SHIFT ERB	ERB CAPT.	(DURING OFF HOURS)	

RESPOND AS MAINTENANCE OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. LOZADA M. MORALES	FUELS SUPT. M. S. SUPT.	2299 23 93	734-4641 791-3662	386-9708	FREQ. 5
J. SEDA	E & I SUP.	2497	390-0934	389-0461	

RESPOND AS CP COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
QUALIFIED J. FLECHA	ERB MEMBER ENV. TECH.	*** PERS 2308	SON ON S 852-585	HIFT *** 0 773	

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RESPOND	AS	EMERGENCY	CONTROL	CENTER	COORDINATOR
				V == 1 = =	

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
E. LOZADA ON SHIFT	PS MGR. ERSS	2236 2318/3	852-5890 333	960	S-2 G-2	
RESPOND AS SEC	URITY OFFICER					
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
A. MORALES	ST. JAMES LT.	2257/33	33 893-283	34 U-9780		
			FOLLOWING SHIFT FIRS	**** ST ***		
F. BAEZ D. RODRIGUEZ R. CRUZ V. MERCED	ERSS ERSS ERSS ERSS	789-14 852-97 893-30 893-85	37 69	992 984 986 993		
RESPOND AS REC	ORDING OFFICER					
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
O. DELGADO W. HERNANDEZ A. QUIÑONES	MAT. COORD.	2448	893-6409 852-1741 850-2237			
RESPOND AS LOGISTICS OFFICER						
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
M. ZENQUIZ MATERIALS ON-C		2216	893-4501	386-925	7	
RESPOND AS SAFETY OFFICER						
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
J. DE ARCE	IND. HYG.	2301	783-7042	386-561	.7	
RESPOND AS STAGING OFFICER						
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
ON SHIFT ERSS 2318/3333 G-2 *** ANY QUALIFIED AVAILABLE RESPONDER ***						

STAND BY AS ENVIRONMENTAL OFFICER

7	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
ī.	COMAS LABORDE MARTINEZ	ENV. CONS. ENV. SPEC. ENV. SPEC.	2303 2425 2431	761-6549	386-9436 386-8064 386-868	1

STAND BY AS MEDICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
DR. FUENTES M. CAMACHO YABUCOA HOSP.	REF.DR. IND. NURSE		789-0884 893-0304 893-7100		MD-1 MD-2

STAND BY AS FINANCE OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I.	COLAVITA SANTOS SANTANA	FIN. DIR. INV & AC. PAY. CONTROLLER		790-0540 852-8291 743-9581		

STAND BY AS TECHNICAL OFFICER

NAME	TITLE	OFFICE HOME	BEEPER RADIO/TEL
W. RIVERA L. ROSARIO R. PERALES	TECH. MGR. P. E. SUPT. P. E. SUPT.	2309 724-6354 2291 852-1531 2274 743-0992	386-5595 386-9441

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

***** INSTRUCTIONS *****

NOTIFY ONE in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE ******

A MAJOR-SITE EVENT LOSS OF ENVIRONMENTAL CONTROL IS IN PROGRESS AT

TIS TOTAL	IN PROGRESS A
IS.	A SSANOON
THE EVENT STARTED AT	
THE AFFECTE	
HR SHIFT SUPPLY HR	s.
THE AFFECTED AREA SHIFT SUPERVISOR IS: HR EXTENSION #:	
THE EVENT TERMINATED AT:	
HRS.	
**ON CALL MANAGER NOTIFIED AT:	
HRS.	* *

RESPOND AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
F. MATEO H. LOZADA E. RIVERA	PROD. MGR. FUELS SUPT. LUBES SUPT.	2371 2299 2373	734-4641	386-9458 386-9708 386-9446	FREO. 5

RESPOND AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO G. MARTE E. MARTINEZ	H.R. ANALYST H.R. ANALYST TRNG. COORD.	2383 2302 2426	893-6779 852-2637 734-9303	386-9662	PREQ. 5

RESPOND AS MAINTENANCE OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. LOZADA J. SEDA M. MORALES	FUELS SUPT. E & I SUP. M. S. SUPT.	2299 2497 2393	734-4641 390-0934 791-3662	389-0461	

RESPOND AS SECURITY OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
Δ	MODALES	CT TAMEC I	m 2257/22			

A. MORALES ST. JAMES LT. 2257/3333 893-2834 U-9780

**** ONE OF THE FOLLOWING ****
*** CALL NEXT ON SHIFT FIRST ***

F.	BAEZ	ERSS	789-1413	992
D.	RODRIGUEZ	ERSS	852-9737	
R	CRUZ	ERSS		984
			893-3069	986
٧.	MERCED	ERSS	893-8568	993

RESPOND AS ENVIRONMENTAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
L. COMAS I. LABORDE C. MARTINEZ	ENV. CONS. ENV. SPEC. ENV. SPEC.	2303 2425 2431	850-2216 761-6549 402-9366	386-806	4

RESPOND AS SAFETY OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. DE ARCE	IND. HYG.	2301	783-7042	386-5617	7

STAND BY AS TACTICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. L. RUIZ	E.R. SUPV.	2362	893-1467	330-1110	FB-1
DAY SHIFT	ERSS	2318/3	333		G-2

STAND BY AS INCIDENT COMMANDER

N.	AME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
F. 1	MORALES MATEO McLEOD	REF. MGR. PROD. MGR. HES MGR.	2200 2371 2300	258-2838	389-7866 386-9458 386-6968	OPS-1

STAND BY AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1
E. LOZADA	PS MGR.	2236	852-5890	960	S-2

STAND BY AS CP COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
QUALIFIED J. FLECHA	ERB MEMBER ENV. TECH.		SON ON S 852-585	SHIFT ***	

STAND BY AS EMERGENCY CONTROL CENTER COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
E. LOZADA ON SHIFT	PS MGR. ERSS	2236 2318/3	852-5890 333	960	S-2 G-2	

STAND BY AS RECORDING OFFICER

NAME	E TITLE OFFICE		HOME	BEEPER	RADIO/TEL
DELGADO HERNANDEZ QUIÑONES	HES. SEC. MAT. COORD. TECH. SEC.	2292 2448 2313	893-6409 852-1741 850-2237		

STAND BY AS TECHNICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
W. RIVERA L. ROSARIO R. PERALES	TECH. MGR. P. E. SUPT. P. E. SUPT.	2291		386-5595 386-9441	

STAND BY AS FINANCE OFFICER

	NAME	E TITLE		HOME	BEEPER	RADIO/TEL
I.	COLAVITA SANTOS SANTANA	FIN. DIR. INV & AC. PAY. CONTROLLER	2369 2395 2369	790-0540 852-8291 743-9581		

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

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MAJOR SITE EMERGENCY

UNUSUAL OPERATIONS or OTHER EVENTS

***** INSTRUCTIONS *****

NOTIFY ONE in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE ******

A MAJOR-SI	ITE EVENT	(SPECIFY)	IS IN	PROGRESS	ΑT	THE	REFINERY
THE L	OCATION IS	S:					
THE E	EVENT START	TED AT:				HRS	
THE A	FFECTED AF	REA SHIFT	SUPERV	ISOR IS:_			
EXTEN	ISION #: _						
THE E	EVENT TERM	NATED AT:				HRS	•
ON	CALL MANAC	SER NOTIFI	ED AT:			HRS	.

TAB 6

RESPOND AS EMERGENCY RESPONSE BRIGADE

******** INSTRUCTIONS ********* *** ACTIVATE BOTH GROUP CALLS ****

	*** ACTIVA	TE BOTH		s ****	
NAME	TITLE ·	OFFICE	номе	BEEPER	RADIO/TEL
GROUP CALL	MANT. BRIGAD OPS. BRIGADE			680 690	
RESPOND AS TAC	TICAL OFFICER				
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT MAINT. ERB ON SHIFT ERB	ERSS ERB CAPT.	2318/3 (DURI	893-1467 333 NG DAY TIN NG OFF HOU	ME)	10 FB-1 G-2
RESPOND AS CP	COORDINATOR				
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
QUALIFIED J. FLECHA	ERB MEMBER ENV. TECH.	*** PER 2308	SON ON SH 852-5850	IFT *** 773	
RESPOND AS EME	RGENCY MEDICAL	VEHICLE	OPERATOR		
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
LABORATORY ON SHIFT	LAB. TECH. ERSS	2297 2318/3	333		G-2
RESPOND AS EMP	ERGENCY CONTROL	CENTER	COORDINAT	OR	
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
E. LOZADA ON SHIFT	PS MGR. ERSS	2236 2318/3	852-5890 333	960	S-2 G-2
RESPOND AS SEC	CURITY OFFICER				
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. MORALES	ST. JAMES LT	. 2257/33	33 893-28	34 U-978	0
			FOLLOWING SHIFT FIR		
F. BAEZ D. RODRIGUEZ R. CRUZ V. MERCED	ERSS ERSS ERSS ERSS	789-14 852-97 893-30 893-85	737 069	992 984 986 993	

RESPOND AS MEDICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
DR. FUENTES M. CAMACHO YABUCOA HOSP.	REF.DR. IND. NURSE		789-0884 893-0304 893-7100		MD-1 MD-2

RESPOND AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
F. MATEO	PROD. MGR.	2371	258-2838	386-9458	OPS-1
E. RIVERA	LUBES SUPT.	2373	852-4564	386-9446	OPS-3
H. LOZADA	FUELS SUPT.	2299	734-4641	386-9708	FREQ. 5

RESPOND AS INCIDENT COMMANDER

NAME		TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
		REF. MGR. HES MGR. PROD. MGR.	2200 2300 2371	852-9864	389-7866 386-6968 386-9458	RM-1

RESPOND AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1
E. LOZADA	PS MGR.	2236	852-5890	960	S-2

RESPOND AS INFORMATION OFFICER

NAME		T	TLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. Al G. Mi E. Mi		H.R.	ANALYST ANALYST COORD.	2383 2302 2426	893-6779 852-2637 734-9303	386-9662	FREQ. 5

RESPOND AS RECORDING OFFICER

NAME		T	TLE	OFFICE	HOME	BEEPER	RADIO/TEL
W.	DELGADO HERNANDEZ QUIÑONES		SEC. COORD. . SEC.	2292 2448 2313	893-6409 852-1741 850-2237		

RESPOND AS SAFETY OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. DE ARCE	IND. HYG.	2301	783-7042	386-5617	7

STAND BY AS MAINTENANCE OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J.	LOZADA SEDA MORALES	FUELS SUPT. E & I SUP. M. S. SUPT.	2497		386-9708 389-0461	

STAND BY AS TECHNICAL OFFICER

NAME	TITLE	OFFICE HOME	BEEPER RADIO/TEL
W. RIVERA	TECH. MGR.		54 386-5595
L. ROSARIO	P. E. SUPT.		31 386-9441
R. PERALES	P. E. SUPT.		92

STAND BY AS STAGING OFFICER

NAME	TITLE	OFFICE HOME	BEEPER	RADIO/TEL
ON SHIFT	ERSS *** ANY QUA	2318/3333 ALIFIED AVAILABLE	RESPONDER	G-2

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

MAJOR SITE EMERGENCY

EQUIPMENT FAILURE

TAB 7

***** INSTRUCTIONS *****

NOTIFY ONE in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE *******

A MAJOR-SITE EVENT EQUIPMENT FAILURE IS IN PROGRESS AT THE REFINERY

THE LOCATION IS:	
THE EVENT STARTED AT:	_ HRS.
THE AFFECTED AREA SHIFT SUPERVISOR IS:	
EXTENSION #:	_
THE EVENT TERMINATED AT:	_ HRS.
ON CALL MANAGER NOTIFIED AT:	HRS.

RESPOND AS RADIATION OFFICER

NAME	TITLE	OFFICE HOME		BEEPER RADIO/TE	
J. DE ARCE	IND. HYG.	2301	783-7042	386-5617	1
E. LOZADA	PS MGR.	2236	852-5890	960	S-2
J. SEDA	E & I SUP.	2497	390-0934	389-0461	FREQ. 5

RESPOND AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1
E. LOZADA	PS MGR.	2236	852-5890	960	S-2

RESPOND AS MAINTENANCE OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. LOZADA J. SEDA M. MORALES	FUELS SUPT. E & I SUP. M. S. SUPT.	2299 2497 2393		386-9708 389-0461	

RESPOND AS TACTICAL OFFICER

NAME	TITLE	OFFICE HOME BEEPER RADIO/TEL	
A. L. RUIZ	E.R. SUPV.	2362 893-1467 330-1110 FB-1	
ON SHIFT	ERSS	2318/3333 G-2	
MAINT. ERB	ERB CAPT.	(DURING DAY TIME)	
ON SHIFT ERB	ERB CAPT.	(DURING OFF HOURS)	

RESPOND AS SECURITY OFFICER

	NAME		TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
7	MODALEC	CT	TAMEC ID	2257/222	2 002	0004 22 0004	

A. MORALES ST. JAMES LT. 2257/3333 893-2834 U-9780

**** ONE OF THE FOLLOWING ****
*** CALL NEXT ON SHIFT FIRST ***

F.	BAEZ	ERSS	789-1413	992
D.	RODRIGUEZ	ERSS	852-9737	984
R.	CRUZ	ERSS	893-3069	986
v.	MERCED	ERSS	893-8568	993

STAND BY AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL
F. MATEO H. LOZADA E. RIVERA	PROD. MGR. FUELS SUPT. LUBES SUPT.	2371 2299 2373	734-4641	386-9458 386-9708 386-9446	FREQ. 5

STAND BY AS INCIDENT COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. MORALES H. McLEOD F. MATEO	REF. MGR. HES MGR. PROD. MGR.	2200 2300 2371	852-9864	389-7866 386-6968 386-9458	8 RM-1

STAND BY AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO	H.R. ANALYST	2383	893-6779	386-9662	FREQ. 5
G. MARTE	H.R. ANALYST	2302	852-2637		
E. MARTINEZ	TRNG. COORD.	2426	734-9303		

STAND BY AS CP COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
QUALIFIED	ERB MEMBER	*** PERS			
J. FLECHA	ENV. TECH.	2308	852-585	0 773	

STAND BY AS EMERGENCY CONTROL CENTER COORDINATOR

1	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
-	LOZADA SHIFT	PS MGR. ERSS	2236 2318/33		960	S-2 G-2

STAND BY AS LOGISTICS OFFICER

NAME TIT	LE OFFICE	HOME	BEEPER	RADIO/TEL
M. ZENQUIZ MAT. M	GR. 2216	893-4501		
MATERIALS ON-CALL			386-9257	7

STAND BY AS RECORDING OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
W.	DELGADO HERNANDEZ QUIÑONES	HES. SEC. MAT. COORD. TECH. SEC.	2292 2448 2313	893-6409 852-1741 850-2237		

STAND BY AS STAGING AREA OFFICER

NAME	TITLE	OFFICE HOME	BEEPER	RADIO/TEL
ON SHIFT	ERSS *** ANY QU	2318/3333 JALIFIED AVAILABLE	RESPONDER	G-2

NOTIFICATION AS ENVIRONMENTAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
L. COMAS I. LABORDE C. MARTINEZ	ENV. CONS. ENV. SPEC. ENV. SPEC.	2303 2425 2431	850-2216 761-6549 402-9366	386-8064	l

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

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****	INSTRUCTIONS	*****
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NOTIFY ONE in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE *******

A MAJOR-GENERAL EVENT FIRE IS IN PROGRESS AT THE REFINERY

THE LOCATION IS:	_ .
THE EVENT STARTED AT:	HRS.
THE AFFECTED AREA SHIFT SUPERVISOR IS:	
EXTENSION #:	_
THE EVENT TERMINATED AT:	_ HRS.
ON CALL MANAGER NOTIFIED AT:	HRS.

RESPOND AS EMERGENCY RESPONSE BRIGADE

******* INSTRUCTIONS ******* *** ACTIVATE BOTH GROUP CALLS ****

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
GROUP CALL GROUP CALL	MAIT. BRIGA OPS. BRIGAD			680 690	

RESPOND AS CP COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
QUALIFIED J. FLECHA	ERB MEMBER ENV. TECH.		SON ON S 852-585	HIFT *** 0 773	

RESPOND AS TACTICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT MAINT. ERB ON SHIFT ERB	E.R. SUPV. ERSS ERB CAPT. ERB CAPT.	2318/3 (DURI			FB-1 G-2

RESPOND AS SECURITY OFFICER

NAME	TITLE	OFFICE HOME	BEEPER	RADIO/TEL
A. MORALES	ST. JAMES LT.	2257/3333 893-	2834 U-9780	
		OF THE FOLLOWING NEXT ON SHIFT F		
F. BAEZ D. RODRIGUEZ R. CRUZ V. MERCED	ERSS ERSS ERSS ERSS	789-1413 852-9737 893-3069 893-8568	992 984 986 993	

RESPOND AS EMERGENCY MEDICAL VEHICLE OPERATOR

NAME	TITLE	OFFICE HOM	E BEEPER RADIO/TEL
LABORATORY	LAB. TECH.	2297	G-2
ON SHIFT	ERSS	2318/3333	

RESPOND AS MEDICAL ASSISTANT

NAME	TITLE	OFFICE HOME	BEEPER	RADIO/TEL
M. CAMACHO ON SHIFT	IND. NURSE ERSS	2296 893-0304 2318/3333	810	G-2
LABORATORY YABUCOA HOSP.	LAB. TECH.	2297 ***** 893-7100	*****	

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ESPOND AS ON-	SCENE COMMANDE	R			
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
. MATEO	PROD. MGR.			386-9458	
. RIVERA	LUBES SUPT.			386-9446	
. LOZADA	FUELS SUPT.	2299	734-4641	386-9708	FREQ. 5
ESPOND AS INC	CIDENT COMMANDE	R			
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
. MORALES	REF. MGR.	2200	850-7294	389-7866	AD-1
. MATEO	PROD. MGR.	2371		386-9458	
I. McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1
RESPOND AS PL	ANNING OFFICER				
NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL
H. McLEOD	HES MGR.	2300			
. LOZADA	PS MGR.	2236	852-5890	960	S-2
RESPOND AS EM	ERGENCY CONTROL	CENTER (COORDINAT	OR	
NAME	TITLE -	OFFICE	HOME	BEEPER	RADIO/TEL
E. LOZADA	PS MGR.		852-5890	960	S-2
ON SHIFT	ERSS	2318/3	333		G-2
RESPOND AS ME	DICAL OFFICER				
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
DR. FUENTES	REF.DR.	2295	789-0884	386-848	
M. CAMACHO	IND. NURSE	2296	893-0304		MD-2
YABUCOA HOSP.		*****	893-7100	*****	
RESPOND AS MA	INTENANCE OFFI	CER			
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. LOZADA	FUELS SUPT.	2299		386-970	
J. SEDA	E & I SUP.	2497		389-046	
M. MORALES	M. S. SUPT.	2393			FREQ. 5
RESPOND AS TH	ECHNICAL OFFICE	R			
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
W. RIVERA	TECH. MGR.	2309	724-6354	386-559	5
L. ROSARIO	P. E. SUPT.			L 386-944	
D. RODILLEC	תווס פ ת	2274			

2274

743-0992

R. PERALES

P. E. SUPT.

RESPOND AS LOGISTICS OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
M. ZENQUIZ MATERIALS ON-	MAT. MGR.	2216	893-4501	386-925	7

RESPOND AS SAFETY OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. DE ARCE	IND. HYG.	2301	783-7042	386-561	7

RESPOND AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO G. MARTE E. MARTINEZ	H.R. ANALYST H.R. ANALYST TRNG. COORD.	2383 2302 2426	893-6779 852-2637 734-9303	386-9662	FREQ. 5

RESPOND AS ENVIRONMENTAL OFFICER

r	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I.	COMAS LABORDE MARTINEZ	ENV. CONS. ENV. SPEC. ENV. SPEC.	2303 2425 2431	850-2216 761-6549 402-9366		4

RESPOND AS RECORDING OFFICER

1	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
W.	DELGADO HERNANDEZ QUIÑONES	HES. SEC. MAT. COORD. TECH. SEC.	2292 2448 2313	893-6409 852-1741 850-2237		

RESPOND AS LEPC OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I. LABORDE	ENV. SPEC.	2425	761-6549	386-8064	
L. COMAS	ENV. CONS.	2303	746-1700	386-943	

RESPOND AS FINANCE OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I.	COLAVITA SANTOS SANTANA	FIN. DIR. INV & AC. PAY. CONTROLLER	2369 2395 2369	790-0540 852-8291 743-9581		

RESPOND AS LIAISON OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D.		E&PS MGR. H.R. ANALYST H.R. ANALYST	2509 2383 2302	850-0810 893-6779 852-2637	386-9662	2 FREQ. 5

RESPOND AS STAGING AREA OFFICER

NAME	TITLE	e OFFICE	HOME	BEEPER	RADIO/TEL
ON SHIFT	ERSS *** ANY	2318/3 QUALIFIED AVA		RESPONDER	G-2 ***

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UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

MAJOR-GENERAL EMERGENCY

*****	INSTRUCTIONS	*****
	THOTKOCITOND	

NOTIFY ONE in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE ******

A MAJOR-GENERAL EVENT RELEASE (SPILL) IS IN PROGRESS AT THE REFINERY

THE	LOCATI	ON	IS:_				
THE	EVENT	STA	ARTED	AT:			HRS.
THE	AFFECT	red	AREA	SHIFT	SUPERVISOR	IS:	
EXTI	ENSION	#:	•				
		5					
THE	EVENT	TEF	CANIMS	red AT	·		HRS.
OI	N CALL	MAN	NAGER	NOTIF	IED AT:		HRS.

RESPOND AS EMERGENCY RESPONSE BRIGADE

NAME

L. COMAS

EIP001-3

I. LABORDE

C. MARTINEZ

TITLE

ENV. CONS. ENV. SPEC.

ENV. SPEC.

********* INSTRUCTIONS ********* *** ACTIVATE BOTH GROUP CALLS ****

	*** ACTIVA	TE BOIR (SROUP CALI	15			
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL		
ROUP CALL	MANIT. BRIGA	DES		680			
RESPOND AS CP	COORDINATOR						
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL		
QUALIFIED J. FLECHA	ERB MEMBER ENV. TECH.	*** PER	SON ON SH 852-5850				
RESPOND AS SEC	CURITY OFFICER						
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL		
A. MORALES	ST. JAMES LT.	2257/33	33 893-28	34 U-9780			
			FOLLOWING SHIFT FIR				
F. BAEZ D. RODRIGUEZ R. CRUZ V. MERCED	ERSS ERSS ERSS ERSS	789-14 852-97 893-30 893-85	37 69	992 984 986 993			
RESPOND AS MA	INTENANCE OFFIC	ER					
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL		
H. LOZADA J. C. PEREZ M. MORALES	FUELS SUPT. CONT. ADMIN. M. S. SUPT.	2245	850-7637		FREQ. 5 FREQ. 5 FREQ. 5		
RESPOND AS TA	CTICAL OFFICER						
NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL		
ON SHIFT MAINT. ERB	E.R. SUPV. ERSS ERB CAPT. ERB CAPT.	2318/3 (DURI	333 NG DAY TI		0 FB-1 G-2		
RESPOND AS ENVIRONMENTAL OFFICER							
	m T m T D	OPPICE	HOME	DDDDDD	DADIO (MDI		

OFFICE

2303

2425

2431

HOME BEEPER

761-6549 386-8064

402-9366 386-8689

386-9436

850-2216

RADIO/TEL

RESPOND AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
T. MATEO H. LOZADA E. RIVERA	PROD. MGR. FUELS SUPT. LUBES SUPT.	2371 2299 2373	734-4641	386-9458 386-9708 386-9446	FREQ. 5

RESPOND AS INCIDENT COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. MORALES F. MATEO H. McLEOD	REF. MGR. PROD. MGR. HES MGR.	2200 2371 2300	258-2838	389-7866 386-9458 386-6968	OPS-1

RESPOND AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
. McLEOD	HES MGR.	2300	852-9864	386-6968	8 RM-1
. LOZADA	PS MGR.	2236	852-5890	960	S-2

RESPOND AS EMERGENCY CONTROL CENTER COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
E. LOZADA ON SHIFT	PS MGR. ERSS	2236 2318/3	852-5890 333	960	S-2 G-2	

RESPOND AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO G. MARTE	H.R. ANALYST H.R. ANALYST	2383 2302	893-6779 852-2637	386-9662	PREQ. 5
E. MARTINEZ	TRNG. COORD.	2426	734-9303		

RESPOND AS LOGISTICS OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
M. ZENQUIZ	MAT. MGR.	2216	893-4501		
MATERIALS ON-CA	ALL			386-925	7

RESPOND AS SAFETY OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. DE ARCE	IND. HYG.	2301	783-7042	386-561	7

RESPOND AS RECORDING OFFICER

			.•			
NA	ME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
W. H	ELGADO ERNANDEZ UIÑONES	HES. SEC. MAT. COORD. TECH. SEC.	2292 2448 2313	893-6409 852-1741 850-2237		,
DECD	~~~	21.240				

RESPOND AS LEPC OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I. LABORDE L. COMAS H. McLEOD	ENV. SPEC. ENV. CONS. HES MGR.	2425 2303 2300	761-6549 746-1700 852-9864	386-8064 386-9436	
RESPOND AS F	TNANCE OFFICE				

RESPOND AS FINANCE OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
M. COLAVITA I. SANTOS N. SANTANA	FIN. DIR. INV & AC. PAY. CONTROLLER	2369 2395 2369	790-0540 852-8291 743-9581		10,122

RESPOND AS TECHNICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	PADTO /mpr
L. ROSARIO	TECH. MGR. P. E. SUPT. P. E. SUPT.	2291	724-6354 852-1531 743-0992	386-5595 386-9441	

RESPOND AS LIAISON OFFICER

		OFFICE	HOME	BEEPER	DADTO /mpr
D. AMARO H	&PS MGR. .R. ANALYST .R. ANALYST	2509 2383 2302	850-0810 893-6779 852-2637		RADIO/TEL

RESPOND AS STAGING AREA OFFICER

NAME	TITL	E OFF	TCE	HOME		
ON SHIFT	ERSS			HOME	BEEPER	RADIO/TEL
		QUALIFIED	2318/3333 TED AVAILABLE		RESPONDER	G-2

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

EIP001-3

REV. 3

07/01/97

*

	INSTRUCTIONS	*****
***	INSTRUCTIONS	****

NOTIFY ONE in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE ******

A MAJOR-GENERAL EVENT LOSS OF UTILITIES IS IN PROGRESS AT THE REFINERY

THE LOCATION IS:	
THE EVENT STARTED AT:	HRS.
THE AFFECTED AREA SHIFT SUPERVISOR IS:	
EXTENSION #:	
THE EVENT TERMINATED AT:	HRS.
ON CALL MANAGER NOTIFIED AT:	HRS.

RESPOND AS SECURITY OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. MORALES	ST. JAME	S LT. 2257/333	3 893-2	834 U-9780	
	***	ONE OF THE F			
F. BAEZ D. RODRIGU R. CRUZ V. MERCED	ERSS ERSS ERSS ERSS	789-141 852-973 893-306 893-856	7	992 984 986 993	

RESPOND AS CP COORDINATOR

NAME	TITLE	OFFICE H	OME	BEEPER	RADIO/TEL
QUALIFIED	ERB MEMBER	*** PERSON	ON SI	HIFT ***	
J. FLECHA	ENV. TECH.	2308 85	2-5850	773	

RESPOND AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
F. MATEO H. LOZADA E. RIVERA	PROD. MGR. FUELS SUPT. LUBES SUPT.	2371 2299 2373	734-4641	386-9458 386-9708 386-9446	FREQ. 5

RESPOND AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1
LOZADA	PS MGR.	2236	852-5890	960	S-2

RESPOND AS MAINTENANCE OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. LOZADA J. SEDA M. MORALES	FUELS SUPT. E & I SUP. M. S. SUPT.	2299 2497 2393		389-0461	FREQ. 5 FREQ. 5 FREQ. 5

RESPOND AS ENVIRONMENTAL OFFICER

1	NAME	TI	TLE	OFFICE	HOME	BEEPER	RADIO/TEL
	COMAS LABORDE	ENV.		2303 2425		386-9436 386-806	
	MARTINEZ	ENV.		2431		386-868	=

RESPOND AS TACTICAL OFFICER

NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT MAINT. ERB ON SHIFT ERB	E.R. SUPV. ERSS ERB CAPT. ERB CAPT.	2318/33 (DURII		(A)	0 FB-1 G-2

RESPOND AS LOGISTICS OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
М	. ZENQUIZ	MAT. MGR.	2216	893-4501		
M	ATERIALS ON-	CALL			386-925	7

RESPOND AS EMERGENCY CONTROL CENTER COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
E. LOZADA	PS MGR.	2236	852-5890	960	S-2
ON SHIFT	ERSS	2318/33	33		G-2

RESPOND AS STAGING AREA OFFICER

NAME	TITLE	OFFICE HOME	BEEPER	RADIO/TEL
ON SHIFT	ERSS	2318/3333		G-2
	*** ANY (QUALIFIED AVAILABLE	RESPONDER	***

STAND BY AS INCIDENT COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. MORALES	REF. MGR.	2200	850-7294	389-7866	AD-1
F. MATEO	PROD. MGR.	2371	258-2838	386-9458	OPS-1
H. McLEOD	HES MGR.	2300	852-9864	386-6968	3 RM-1

STAND BY AS LEPC OFFICER

]	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
L.	LABORDE COMAS McLEOD	ENV. SPEC. ENV. CONS. HES MGR.		746-1700	386-8064 386-9436 386-6968	

STAND BY AS SAFETY OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J.	DE ARCE	IND. HYG.	2301	783-7042	386-561	7

STAND BY AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO G. MARTE E. MARTINEZ	H.R. ANALYST H.R. ANALYST TRNG. COORD.	2383 2302 2426	893-6779 852-2637 734-9303	386-9662	P FREQ. 5

STAND BY AS RECORDING OFFICER

ı	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
W.	DELGADO HERNANDEZ QUIÑONES	HES. SEC. MAT. COORD. TECH. SEC.	2292 2448 2313	893-6409 852-1741 850-2237		

STAND BY AS LEPC OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
L.	LABORDE COMAS McLEOD	ENV. SPEC. ENV. CONS. HES MGR.	2425 2303 2300	746-1700	386-8064 386-9436 386-6968	5

STAND BY AS FINANCE OFFICER

ı	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I.	COLAVITA SANTOS SANTANA	FIN. DIR. INV & AC. PAY. CONTROLLER		790-0540 852-8291 743-9581		

STAND BY AS LIAISON OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. JOHNSON D. AMARO G. MARTE	E&PS MGR. H.R. ANALYST H.R. ANALYST	2509 2383 2302	850-0810 893-6779 852-2637	386-9662	PREQ. 5

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

NATURAL PHENOMENON

***** INSTRUCTIONS *****

NOTIFY ONE in each of the following ERO listed positions. NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE ******

A MAJOR-GENERAL EVENT NATURAL PHENOMENON IS IN PROGRESS AT THE REFINERY

THE	LOCATI	ION 15:	
THE	EVENT	STARTED AT:	HRS.
THE	AFFECT	TED AREA SHIFT SUPERVISOR IS:	
EXT	ENSION	#:	
THE	EVENT	TERMINATED AT:	HRS.
01	N CALL	MANAGER NOTIFIED AT:	HRS.

RESPOND AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
F. MATEO E. RIVERA H. LOZADA	PROD. MGR. LUBES SUPT. FUELS SUPT.	2371 2373 2299	852-4564	386-9458 386-9446 386-9708	OPS-3

RESPOND AS INCIDENT COMMANDER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
н.	MORALES McLEOD	REF. MGR. HES MGR.	2200 2300	852-9864	389-7866 386-6968	RM-1
F.	MATEO	PROD. MGR.	2371	258-2838	386-9458	OPS-1

RESPOND AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1
LOZADA	PSM COORD.	2236	852-5890	960	S-2

RESPOND AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
D. AMARO	COM.REL.SPEC.	2383	893-6779	386-9662	FREQ. 5	

RESPOND AS EMERGENCY RESPONSE BRIGADE

******** INSTRUCTIONS ********* *** ACTIVATE BOTH GROUP CALLS ****

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
GROUP CALL GROUP CALL	MANT. BRIGAL OPS. BRIGADI			680 690	

RESPOND AS TACTICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT MAINT. ERB ON SHIFT ERB	E.R. SUPV. ERSS ERB CAPT. ERB CAPT.	2318/33 (DURI		107 (1000)	0 FB-1 G-2

RESPOND AS CP COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
QUALIFIED J. FLECHA	ERB MEMBER ENV. TECH.	*** PERS 2308	SON ON S 852-585	HIFT *** 0 773	

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NAME .	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
UALIFIED . FLECHA	ERB MEMBER ENV. TECH.	*** PERS 2308	SON ON SHI 852-5850	FT *** 773	
ESPOND AS EME	ERGENCY CONTROL	CENTER (COORDINATO	OR	
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
L LOZADA N SHIFT	PS MGR. ERSS	2236 2318/33	852-5890 333	960	S-2 G-2
ESPOND AS MAI	INTENANCE OFFIC	ER			
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I. LOZADA I. MORALES	FUELS SUPT. M. S. SUPT.		734-4641 791-3662		FREQ. 5
. SEDA	E & I SUP.		390-0934	389-046	1 FREQ, 5
RESPOND AS SEC	CURITY OFFICER	2497	390-0934		
		2497 OFFICE	390-0934 HOME	BEEPER	RADIO/TEL
NAME	TITLE ST. JAMES LT. **** ONE	2497 OFFICE 2257/33	390-0934 HOME	BEEPER 34 U-9780	RADIO/TEL
NAME	TITLE ST. JAMES LT. **** ONE	2497 OFFICE 2257/33	HOME 33 893-28: FOLLOWING SHIFT FIR: 13 37	BEEPER 34 U-9780	RADIO/TEL
NAME NAME	TITLE ST. JAMES LT. **** ONE *** CALL ERSS ERSS ERSS	2497 OFFICE 2257/33 OF THE NEXT ON 789-14 852-97 893-30	HOME 33 893-28: FOLLOWING SHIFT FIR: 13 37	**** ST *** 992 984 986	RADIO/TEL
NAME NAME	TITLE ST. JAMES LT. **** ONE *** CALL ERSS ERSS ERSS ERSS	2497 OFFICE 2257/33 OF THE NEXT ON 789-14 852-97 893-30	HOME 33 893-28: FOLLOWING SHIFT FIR: 13 37	**** ST *** 992 984 986	RADIO/TEL

RESPOND AS RECORDING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
DELGADO HERNANDEZ OUIÑONES	HES. SEC. MAT. COORD. TECH. SEC.	2292 2448 2313	893-6409 852-1741 850-2237		-

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RESPOND AS LOGISTICS OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
M. ZENQUIZ MA MATERIALS ON-CALL	T. MGR.	2216	893-4501	386-925	7

RESPOND AS LIAISON OFFICER

NAME		TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. JOHN D. AMAR G. MART	O H.R	S MGR ANALYST . ANALYST		850-0810 893-6779 852-2637	386-9662	2 FREQ. 5

RESPOND AS SAFETY OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J DE ARCE	IND. HYG.	2301	783-7042	386-561	.7

RESPOND AS STAGING AREA OFFICER

NAME	TITL	E OFFICE	HOME	BEEPER	RADIO/TEL
ON SHIFT	ERSS	2318/3 OUALIFIED AV		RESPONDER	G-2 ***

STAND BY AS LEPC OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I. LABORDE L. COMAS H. McLEOD	ENV. SPEC. ENV. CONS. HES MGR.	2425 2303 2300	746-1700	386-8064 386-9436 386-696	6

STAND BY AS ENVIRONMENTAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
L. COMAS I. LABORDE C. MARTINEZ	ENV. CONS. ENV. SPEC. ENV. SPEC.	2303 2425 2431	761-6549	386-943 386-806 386-868	4

STAND BY AS FINANCE OFFICER

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	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I.	COLAVITA SANTOS SANTANA	FIN. DIR. INV & AC. PAY CONTROLLER	2369 . 2395 2369	790-0540 852-8291 743-9581		

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STAND BY AS TECHNICAL OFFICER

NAME	TITLE	OFFICE HOME	BEEPER RADIO/TEL
W. RIVERA L. ROSARIO	TECH. MGR. P. E. SUPT.		386-5595 386-9441
R. PERALES	P. E. SUPT.	2274 743-0992	

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

*

MAJOR GENERAL EMERGENCY LOSS OF ENVIRONMENTAL CONTROL TAB 5

***** INSTRUCTIONS *****

NOTIFY <u>ONE</u> in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE *******

A <u>MAJOR-GENERAL EVENT</u> LOSS OF ENVIRONMENTAL CONTROL IS IN PROGRESS AT THE REFINERY

THE LOCATION IS:	
THE EVENT STARTED AT:	HRS.
THE AFFECTED AREA SHIFT SUPERVISOR IS:	
EXTENSION #:	no)
THE EVENT TERMINATED AT:	HRS.
ON CALL MANAGER NOTIFIED AT:	HRS.

RESPOND AS ENVIRONMENTAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
L. COMAS C. MARTINEZ I. LABORDE	ENV. CONS. ENV. SPEC. ENV. SPEC.	2303 2431 2425	402-9366	386-943 386-868 386-806	9

RESPOND AS ON-SCENE COMMANDER

NAME		TITLE		OFFICE	HOME	BEEPER	RADIO/TEL
Н.	MATEO LOZADA RIVERA		MGR. SUPT. SUPT.	2371 2299 2373	734-4641	386-9458 386-9708 386-9446	FREQ. 5

RESPOND AS INFORMATION OFFICER

NAME		TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
G.	AMARO MARTE MARTINEZ	H.R. ANALYST H.R. ANALYST TRNG. COORD.	2383 2302 2426	893-6779 852-2637 734-9303	386-9662	FREQ. 5

RESPOND AS TACTICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT MAINT. ERB ON SHIFT ERB	E.R. SUPV. ERSS ERB CAPT. ERB CAPT.	2318/33 (DURII			0 FB-1 G-2

RESPOND AS CP COORDINATOR

NAME	NAME TITLE		HOME	BEEPER	RADIO/TEL
QUALIFIED J. FLECHA	ERB MEMBER ENV. TECH.		ON ON S	HIFT *** 0 773	

RESPOND AS MAINTENANCE OFFICER

NAME	2	TITLE		OFFICE	HOME	BEEPER	RADIO/TEL
H. LOZ J. SEI M. MOF)A	FUELS E & I M. S.	SUP.		734-4641 390-0934 791-3662		

RESPOND AS SECURITY OFFICER

NAM	3	T	TITLE		OFF	ICE	HOM	1E	BEEPER	RADIO/TEL
A. MOI	RALES	ST.	JAMES	LT.	225	7/33	333 89	3-283	4 U-978	0
			**** C2				FOLLO		**** T ***	
F. BA	EZ	ERSS				9-14			992	
D. RO	DRIGUEZ	ERSS	3		85	2-97	737		984	
R. CR	UZ	ERSS	5		89	3-30	069		986	

RESPOND AS LOGISTICS OFFICER

V. MERCED ERSS 893-8568

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
M. ZENQUIZ MATERIALS ON-C	MAT. MGR.	2216	893-4501	386-925	7

993

RESPOND AS LIAISON OFFICER

NAME		T	TITLE		HOME	BEEPER	RADIO/TEL
	IOHNSON MARO	E&PS H.R.	MGR. ANALYST	2509 2383	850-0810 893-6779	386-9662	PREO. 5
G. M	MARTE	H.R.	ANALYST	2302	852-2637		

RESPOND AS STAGING AREA OFFICER

NAME	TITL	E OFF	ICE HOME	BEEPER	RADIO/TEL
ON SHIFT	ERSS		18/3333		G-2
	*** ANY	OUALIFIED	AVAILABLE	RESPONDER	***

RESPOND AS SAFETY OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. DE ARCE	IND. HYG.	2301	783-7042	386-561	.7

RESPOND AS LEPC OFFICER

NAME	ī	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I. LABOR L. COMAS H. McLEC	ENV.	SPEC. CONS. MGR.	2425 2303 2300	746-1700	386-8064 386-9436 386-6968	

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STAND BY AS INCIDENT COMMANDER

NAME		TITLE	OFFICE HOME		BEEPER	RADIO/TEL
F.	MORALES MATEO McLEOD	REF. MGR. PROD. MGR. HES MGR.	2200 2371 2300	258-2838	389-7866 386-9458 386-6968	OPS-1

STAND BY AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1
LOZADA	PS MGR.	2236	852-5890	960	S-2

STAND BY AS FINANCE OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I.	COLAVITA SANTOS SANTANA	FIN. DIR. ACC. PAY. CONTROLLER	2369 2395 2369	790-0540 852-8291 743-9581		

STAND BY AS EMERGENCY MEDICAL VEHICLE OPERATOR

NAME	TITLE	OFFICE HOME	BEEPER RADIO/TEL
LABORATORY	LAB. TECH.	2297	G-2
ON SHIFT	ERSS	2318/3333	

STAND BY AS MEDICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
DR. FUENTES M. CAMACHO YABUCOA HOSP.	REF.DR. IND. NURSE		789-0884 893-0304 893-7100		MD-1 MD-2

STAND BY AS RECORDING OFFICER

ı	NAME	T	TLE	OFFICE	HOME	BEEPER	RADIO/TEL
W.	DELGADO HERNANDEZ QUIÑONES		SEC. COORD. SEC.	2292 2448 2313	893-6409 852-1741 850-2237		

STAND BY AS TECHNICAL OFFICER

NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL
W. RIVERA L. ROSARIO R. PERALES	TECH. MGR. P. E. SUPT. P. E. SUPT.	2291		386-5595 386-9441	

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

.

MAJOR GENERAL EMERGENCY UNUSUAL OPERATIONS OF OTHER EVENTS TAB 6

NOTIFY ONE in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE *******

A MAJOR-GENERAL EVENT UNUSUAL OPERATIONS OR OTHER EVENTS IS IN PROGRESS AT THE REFINERY

THE	LOCATI	ON IS:_					
THE	EVENT	STARTED	AT:			HRS.	
THE	AFFECT	red Area	SHIFT	SUPERVISOR	IS:		
EXT	ENSION	#:	-				
THE	EVENT	TERMINA	TED AT	:	1	HRS.	
0	N CALL	MANAGER	NOTIF	TED AT:		HRS.	

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RESPOND AS EMERGENCY RESPONSE BRIGADE

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REV. 3

****** INSTRUCTIONS *******

	*** ACTIVA				
NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL
	MANT. BRIGADE OPS. BRIGADES			680 690	
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT MAINT. ERB ON SHIFT ERB	E.R. SUPV. ERSS ERB CAPT. ERB CAPT.	2318/33 (DURIN	893-1467 33 IG DAY TIN	ME)	0 FB-1 G-2
RESPOND AS CP	COORDINATOR				
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
QUALIFIED J. FLECHA	ERB MEMBER ENV. TECH.	*** PERS 2308	SON ON SHI 852-5850	FT *** 773	
RESPOND AS EMP	ERGENCY MEDICAL	VEHICLE	OPERATOR		
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
LABORATORY ON SHIFT	LAB. TECH. ERSS	2297 2318/33	33		G-2
RESPOND AS MAI	INTENANCE OFFIC	ER			
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. LOZADA J. SEDA M. MORALES	FUELS SUPT. E & I SUP. M. S. SUPT.	2299 2497 2393	734-4641 390-0934 791-3662		
RESPOND AS SEC	CURITY OFFICER				
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. MORALES	ST. JAMES LT.	. 2257/333	33 893-28	34 U-9780	
		OF THE I			
F. BAEZ D. RODRIGUEZ R. CRUZ V. MERCED	ERSS ERSS ERSS	789-14: 852-97: 893-30: 893-85:	37 59	992 984 986 993	

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RESPOND AS MEDICAL OFFICER

NAME TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
DR. FUENTES REF.DR.	2295	789-0884		MD-1
M. CAMACHO IND. NURS	E 2296	893-0304	810	MD-2
YABUCOA HOSP.	*****	893-7100	****	

RESPOND AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
F. MATEO E. RIVERA H. LOZADA	PROD. MGR. LUBES SUPT. FUELS SUPT.	2371 2373 2299	852-4564	386-9458 386-9446 386-9708	OPS-3

RESPOND AS INCIDENT COMMANDER

N	IAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H.	MORALES McLEOD MATEO	REF. MGR. HES MGR. PROD. MGR.	2200 2300 2371	852-9864	389-7866 386-6968 386-9458	8 RM-1

RESPOND AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
H. McLEOD	HES MGR.	2300	852-9864	386-6968	8 RM-1	
E. LOZADA	PS MGR.	2236	852-5890	960	S-2	

RESPOND AS RECORDING OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
W.	DELGADO HERNANDEZ QUIÑONES	HES. SEC. MAT. COORD. TECH. SEC.	2292 2448 2313	893-6409 852-1741 850-2237		

RESPOND AS LEPC OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
I. LABORDE L. COMAS H. McLEOD	ENV. SPEC. ENV. CONS. HES MGR.	2425 2303 2300	746-1700	386-8064 386-9436 386-6968	5	

RESPOND AS SAFETY OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL	
J. DE ARCE	IND. HYG.	2301	783-7042	386-561		

RESPOND AS INFORMATION OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO G. MARTE E. MARTINEZ	H.R. ANALYST H.R. ANALYST TRNG. COORD.		893-6779 852-2637 734-9303	386-9662	P FREQ. 5

STAND BY AS ENVIRONMENTAL OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I.	COMAS LABORDE MARTINEZ	ENV. CONS. ENV. SPEC. ENV. SPEC.	2303 2425 2431	850-2216 761-6549 402-9366		4

STAND BY AS LOGISTIC OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
M. ZENQUIZ MATERIALS ON-C	MAT. MGR.	2216	893-4501	386-925	7

STAND BY AS FINANCE OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I.	COLAVITA SANTOS SANTANA	FIN. DIR. INV & AC. PAY. CONTROLLER	2369 2395 2369	790-0540 852-8291 743-9581		

STAND BY AS TECHNICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
W. RIVERA L. ROSARIO R. PERALES	TECH. MGR. P. E. SUPT. P. E. SUPT.	2291		386-5595 386-9441	

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

EQUIPMENT FAILURE

TAB 7

***** INSTRUCTIONS *****

NOTIFY ONE in each of the following ERO listed positions.

NOTE person filling each position and time notified.

****** READ THE FOLLOWING MESSAGE *******

A <u>MAJOR-GENERAL EVENT</u> **EQUIPMENT FAILURE** IS IN PROGRESS AT THE REFINERY

THE LOCATION IS:	_
THE EVENT STARTED AT:	_ HRS.
THE AFFECTED AREA SHIFT SUPERVISOR IS:	
EXTENSION #:	_
THE EVENT TERMINATED AT:	_ HRS.
ON CALL MANAGER NOTIFIED AT:	_ HRS.

RESPOND AS TACTICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. L. RUIZ ON SHIFT MAINT. ERB ON SHIFT ERB	E.R. SUPV. ERSS ERB CAPT. ERB CAPT.	2318/33 (DURI		12	FB-1 G-2

RESPOND AS MAINTENANCE OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. LOZADA J. SEDA M. MORALES	FUELS SUPT. E & I SUP. M. S. SUPT.	2299 2497 2393		389-0461	FREQ. 5 FREQ. 5 FREQ. 5

RESPOND AS EMERGENCY CONTROL CENTER COORDINATOR

ī	NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL
	LOZADA SHIFT	PS MGR. ERSS	2236 2318/33	852-5890 333	960	S-2 G-2

RESPOND AS LEPC OFFICER

1	NAME		TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
L.	LABORDE COMAS McLEOD	E	ENV. SPEC. ENV. CONS. HES MGR.	2425 2303 2300	746-1700	386-8064 386-9436 386-6968	5

RESPOND AS ON-SCENE COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
F. MATEO H. LOZADA	PROD. MGR. FUELS SUPT.	2371 2299		386-9458 386-9708	
E. RIVERA	LUBES SUPT.	2373		386-9446	

RESPOND AS INCIDENT COMMANDER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. MORALES	REF. MGR.	2200	850-7294	389-7866	AD-1
H. McLEOD	HES MGR.	2300	852-9864	386-6968	RM-1
F. MATEO	PROD. MGR.	2371	258-2838	386-9458	OPS-1

RESPOND AS PLANNING OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
H. McLEOD E. LOZADA	HES MGR. PS MGR.	2300 2236	852-9864 852-5890	386-6968 960	8 RM-1 S-2
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RESPOND AS INFORMATION OFFICER

RESPOND AS INF	ORMATION OFFICE	LK			
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
D. AMARO	H.R. ANALYST	2383	893-6779	386-966	2 FREQ. 5
G. MARTE	H.R. ANALYST	2302	852-2637		
	TRNG. COORD.	2426	734-9303		
E. MARTINEZ	TRNG. COORD.	2420	754 7505		
RESPOND AS EME	RGENCY MEDICAL	VEHICLE	OPERATOR		
NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL
LABORATORY	LAB. TECH.	2297			
ON SHIFT	ERSS	2318/3	333		G-2
ON DILL'I	250				
RESPOND AS CP	COORDINATOR				
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
OUALIFIED	ERB MEMBER	*** PER	SON ON SH	IFT ***	
	ENV. TECH.	2308	852-5850		
J. FLECHA	ENV. IECH.	2300	632-3630	775	
RESPOND AS MEI	CAL OFFICER				
NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL
DD DITENTER	REF.DR.	2295	789-0884		MD-1
DR. FUENTES		2296			MD-2
M. CAMACHO	IND. NURSE		893-7100		1115-2
YABUCOA HOSP.		*****	893-7100		
RESPOND AS SEC	CURITY OFFICER				
NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
A. MORALES	ST. JAMES LT	. 2257/33	33 893-28	34 U-978	0
	**** ON!	שעים שר ב	FOLLOWING	****	
	*** CALL	NEXT ON	SHIFT FIR	CST """	
				000	
F. BAEZ	ERSS	789-14		992	
D. RODRIGUEZ	ERSS	852-97	737	984	
R. CRUZ	ERSS	893-30	069	986	
V. MERCED	ERSS	893-85		993	
v. MERCED	EKOO	075 0.			
RESPOND AS ST	AGING OFFICER				
NAME	TITLE	OFFICE	номе	BEEPER	RADIO/TEL
ON CULTUM	EDCC	2210/	222		G-2
ON SHIFT	ERSS	2318/	AILABLE R	ECDONDED	
	*** ANY QUAL	TLIED AV	ATHABLE K	BSFONDER	vanto resper (PTC)

STAND BY AS LOGISTIC OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
M. ZENQUIZ MA	T. MGR.	2216	893-4501		
MATERIALS ON-CALL				386-925	7

STAND BY AS EMERGENCY CONTROL CENTER COORDINATOR

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
E. LOZADA	PS MGR.	2236	852-5890	960	S-2
ON SHIFT	ERSS	2318/3	333		G-2

STAND BY AS EMERGENCY MEDICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
DR. FUENTES M. CAMACHO	REF.DR. IND. NURSE	2295	789-0884		MD-1
YABUCOA HOSP.	IND. NURSE	2296 *****	893-0304 893-7100		

STAND BY AS ENVIRONMENTAL OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
C	. COMAS . MARTINEZ . LABORDE	ENV. CONS. ENV. SPEC. ENV. SPEC.	2303 2431 2425	402-9366	386-9436 386-8689 386-8064	•

STAND BY AS RECORDING OFFICER

	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
W.	DELGADO HERNANDEZ QUIÑONES	HES. SEC. MAT. COORD. TECH. SEC.	2292 2448 2313	893-6409 852-1741 850-2237		

STAND BY AS FINANCE OFFICER

1	NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
I.	COLAVITA SANTOS SANTANA	FIN. DIR. INV & AC. PAY. CONTROLLER	2369 2395 2369	790-0540 852-8291 743-9581		

STAND BY AS TECHNICAL OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
W. RIVERA L. ROSARIO R. PERALES	TECH. MGR. P. E. SUPT. P. E. SUPT.	2309 2291 2274	724-6354 852-1531 743-0992		

EIP001-3 REV. 3

STAND BY AS LIAISON OFFICER

NAME	TITLE	OFFICE	HOME	BEEPER	RADIO/TEL
J. JOHNSON D. AMARO G. MARTE	E&PS MGR. H.R. ANALYST H.R. ANALYST	2509 2383 2302	850-0810 893-6779 852-2637	386-9662	PREQ. 5

UPON COMPLETION OF THIS CALL LIST NOTIFY THE AFFECTED AREA SHIFT SUPERVISOR AND REPORT THE FINAL STATUS.

EIP001-3



GENERAL INFORMATION OF THE BRIGADE

Membership

- (1) Membership is open to all employees of Shell Chemical Yabucoa Inc. and is strictly on a voluntary basis.
- (2) Membership of the Brigade is limited to a maximum of forty-nine (49) members. Seven of the members will serve as team captains and will be elected annually by all members.
- (3) Membership should represent a cross section of the Refinery to include all departments and all pay classifications.
- (4) Members must be physically fit to engage in the activities of the Brigade. Individual medical eligibility shall be determined by the Company Physician.
- (5) Members must participate in 90% of the scheduled training and emergency calls each calendar year. Failure to meet these attendance requirements shall be cause for removal from the Brigade.
- (6) Members may resign from the Brigade by giving written notice to the Manager of Fire and Safety.
- (7) A list of interested candidates. shall be maintained by the Manager of Fire and Safety. Future openings in the Brigade shall be filled from this list with proper consideration for maintaining the balance of the organization, of departments, and pay classification.

Emergency Response Call Procedures

- (1) All Brigade members must respond to any official call for assistance and/or scheduled training and drills.
 - (2) Brigade members will log in at the main gate whenever responding to an emergency call.
 - (3) Brigade members will only be released by the Fire Chief or the Acting Fire Chief.

Uniforms

- (1) To distinguish members of the Brigade, they are provided with red Nomex uniforms.
- (2) Those members who are required to wear Nomex uniforms in the daily performance of their jobs shall wear the red Nomex clothing of the Brigade. All members shall wear the red uniform when participating in drills, training, or actual response to emergency calls.

Special Individual Equipment

(1) All equipment listed in this section will be assigned to an individual as long as he (she) remains a member of the Brigade.

*One radio/pager unit.

*One complete set of bunker gear consisting of: hat, face shield, coat, pants, and boots.

*Hats and coats of the Brigade Chief will be white.

*Hats and coats of team captains will be red.

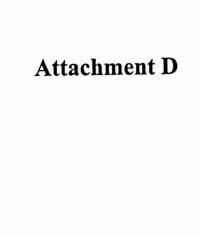
*Hats and coats of Brigade members will be yellow.

Special Recognition Items

- (1) A distinctively designed light jacket and cap will be awarded to each Brigade member after one year of satisfactory membership. The jacket and cap shall remain the personal property of the individual to whom it was awarded. Additional awards of jackets and caps may be made to Brigade members who satisfactorily complete succeeding multiples of two years of Brigade membership.
- (2) All Brigade members who satisfactorily participate in 90% of scheduled training and emergency calls will qualify to attend (with a guest) the Brigade Annual Dinner.

Insurance Coverage

(1) Brigade members shall be covered by existing insurance plans while engaged in authorized training, drills or while responding to authorized calls for assistance.



APPENDIX Y

OIL SFILL PROCEDURES

Handling of Oil Spills

Oil spills are always emergencies and must be treated as such. Many factors will influence the manner in which an oil spill will be handled, among those are:

- A. The type of the product spilled.
- B. The size of the spill.
- C. The location of the spill.
- D. The equipment available.
- E. The weather conditions.
- F. The wind direction.
- G. Government regulations.
- H. Fire hazards.

NOTE

An important factor in any spill is the potential fire hazard. Products such as gasoline, benzene, toluene, or naphtha are the most flammable in our refinery. These products on open water, they spread quite rapidly and under normal conditions would evaporate quickly creating little normal conditions would evaporate quickly creating little fire hazard. Heavier oil products are less of a fire hazard due to their lower volatility. After a short time on the water, crude oil is difficult to ignite, this is because the volatile fractions evaporate; leaving a heavy, sticky residue, which is the prime pollution offender.

Running equipment, such as vehicles, diesel compressors, welding machines or any heavy equipment in operation, or any welding or cutting with torch must be stopped immediately after the notification of an oil spill on the area. Depending of the magnitute and the product spilled any equipment which can create sparks on adjacent areas must be stopped until the area is cleared by a explosimeter. There are five (5) stages in dealing with oil spills:

- 1. Preventing the spill.
- Shutting off the spill source.
- Containing the spill.
- 4. Removing the spill.
- 5. Restoring the area affected by the spill.

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OPERATIONS TRAINING OIL SPILLS

1.0

A. Prevention

Obviously, the best way of controlling an oil spill is to prevent its happening. For this reason, more emphasis should be placed on prevention. Spills are expensive due to lost product, the cost of removal, damage to the surroundings and adverse public reaction.

Spill prevention, like fire prevention, must become a part of the job. This means thorough training and indoctrination of employees, enforced compliance with good work rules and practices, periodic inspection and testing of equipment and good housekeeping. Federal and state laws prohibit pollution and provide severe penalties for violations. Each employee has a responsibility to himself and his Company to prevent pollution.

The following listing provides a few operating procedures which, if followed, should reduce the number of spills which occur during a typical operation such as oil transfer:

- 1. Review and understanding by personnel of the sequence of operation, rate of transfer and means of communication. Reduced rates are normally required during change of line-up, topping off tanks, commencing and terminating transfer.
- Vessels shall be moored with adequate lines to prevent surging. Mooring lines shall be attended to prevent parting or development of slack.
- 3. Scuppers on vessels should be plugged during transfer.
- 4. During ballasting, cargo pumps should be started before opening sea valves and stopped after closing valves.
- 5. Ends of hoses should be blanked while being put in place and removed. Drip pans must be provided under hose connections.
- 6. Flanges, joints and hoses shall be checked for cracks, weak spots and points of excessive stress.
- 7. Caution and diligence is required in lining up the cargo system. All valves should be checked to see that they are properly set.

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- Hoses must be properly supported.
- Hoses or other connecting devices are to be vented and drained before disconnecting.
- 10. Hoses must not be allowed to chafe on ship or dock nor to be in contact with hot surfaces.
- 11. During transfer, the system should be checked regularly for leakage. The water around the vessel or terminal should also be checked for signs of leakage.
- 12. In the event of a spill, transfer shall be stopped immediately.
- 13. Care must be provided to prevent leakage from drip pans.
- 14. Equipment shall be periodically inspected and tested.
- 15. Install and test adequate shutdown and blowout equipment.

Preventive procedures as shown above are applicable to all operations which could result in oil spills such as producing operations, extraction and refining, transportation of products, and marketing of products.

B. Containment

Once a spill occurs, every effort must be made to keep it as small as possible, both as to volume spilled and area affected. This not only reduces the loss but simplifies the clean-up and reduces the environmental damage.

Prompt action is required once a spill or a potential spill is detected. The action to be taken must be determined by the nature of the incident and the personnel involved. Experts may be required in such areas as engineering, oil well drilling or production, ship salvage, pipelines, water quality, etc.

In general, the following rules apply:

- 1. STOP THE LEAK
- 2. STOP THE SPREAD
- 3. IF THE SPILL IS ON LAND, PREVENT IT FROM GETTING TO WATER

Spills on land can usually be contained by the use of levees, ditches, pits, etc. Spills on water can best be contained by the use of spill booms.

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Many devices have been used as booms including logs, inflated fire hose and a variety of commercial booms. These latter booms generally consist of a tubular floating section to which is attached some form of weighted skirt. The floating section may be either inflatable or filled with some buoyant material. Booms have been made of canvas, rubber, neoprene and plastic. Booms can be obtained in sections of varying lengths and skirts of varying width. Sections can be joined together to give a boom of any desired length.

To be effective the boom must be readily available to permit quick placement, sufficiently light to be handled easily yet substantial enough to contain the oil, taking into consideration the current and wave action. In general, these booms have been quite successful in sheltered waters in currents less than 1-1/2 knots. However, to date, they have not been successful in open seas, rough waters or fast currents. Several projects are currently in progress attempting to develop booms for open sea use.

The normal procedure is to surround the slick with the boom or to trap the slick against some solid barrier. When the slick has been surrounded, its perimeter can be reduced by drawing the boom in from one end. This "piles up" or concentrates the oil and facilitates skimming. Care must be exercised that in so doing the oil does not overflow or escape under the boom. For boom lengths over 200 ft., at least a 40 to 50 HP motor should be available to maneuver the boom easily.

C. Removal

1. Summary

Oil spilled on water surfaces is best treated by removal. Oil can best be removed by skimming, provided the surface is relatively still.

Absorption on material such as straw is effective for removing small quantities of oil or when the surface is rough. When permitted by regulatory agencies, dispersants can be effective in eliminating small slicks.

Skimming

Following containment of an oil spill, the most satisfactory method of clean-up usually is physical removal of the oil from the water. This is called skimming and may be done by a specially equipped vessel, a pumping device or other equipment.

Skimming vessels generally incorporate either rotating drums, suction devices, or weirs. Some have been specially designed and built for this job, others are simply barges or other boats adapted for the work. In general, skimmers have equipment to: (1) remove oil from the water, (2) separate oil from water, and (3) store the recovered oil.

In the harbors, vacuum or suction pumps can be used to remove oil spilled close to shore after collected in holes made at the beach. Such pumps suck up a substantial amount of water along with the oil. Vacuum pumping is probably the fastest way to get oil off the water:

Most present skimming equipment is designed to operate in relatively calm water. Its efficiency decreases as the roughness of the water increases. In some harbors and dock areas skimming equipment is permanently installed in spots where oil tends to collect due to wind, water current or shore configuration.

Absorption and Adsorption

Another method of removing oil is to cover the slick with an absorbing medium which is then "harvested". This method can frequently be used when skimming is impossible. This would be the case if the surface is rough or if the slick is thin and spread out. Absorption is also desirable to remove the remainder of the oil following skimming.

4. Chemical Dispersion

The conditions under which chemical dispersants may be used vary from area to area depending upon the environment and regulatory agencies. Each local facility should determine under what circumstances they may be used. In general, they should only be used in the open sea when physical removal methods have been exhausted, there is a fire hazard (spilled gasoline); or if the slick is threatening shore installation, boats, beaches, etc.

Chemical dispersants break up the oil slick into tiny droplets so that they can be dispersed and consumed by bacteria. The rate of bacteria action is influenced by the abundance of microorganisms, the availability of oxygen, temperature, and the dispersion of the oil in water. Microbial oxidation is most rapid when the hydrocarbon molecule

is in contact with water and at temperatures ranging from 60° to 95°F; some oxidation occurs as low as 32°F. An average of one-third of the hydrocarbon may be converted into bacterial cells, which provide food for many animals. The remaining two-thirds of the hydrocarbon is oxidized largely to CO, and H₂O. In short, if environmental conditions are satisfactory, oil will be slowly degraded in the ocean and other waterways.

Dispersants are usually supplied to a slick by spraying. This can be done from a vessel, helicopter, crop-spraying plane, or by hand-held equipment. Agitation is necessary once the dispersant is on the slick. Wind and wave action is sometimes sufficient, but in calm water the churning action of a boat's propellers or a helicopter's prop wash may be used. Fire hoses have been used quite effectively for application and agitation.

5. Burning

One's first thoughts would be that burning would be an effective way of disposing of oil slicks on the open seas. However, to date this has not been very successful. Once the oil is on the surface of the sea, it quickly loses its volatile fractions and becomes difficult to burn.

6. Sinking

Another method of disposing of an oil slick is to sink it. To do this, special powdered materials are spread over the oil. The particles of these materials adsorb the oil and the combination, being heavier than the water, sinks to the bottom.

A number of materials are in use as sinking agents. These include sand, brickdust, cement, silicone mixtures, fly ash, special types of clay, and chalk. Many of these materials are chemically treated to increase their water rejection, oil-adsorption efficiency and are commercially marketed.

One difficulty with sinking agents is a tendency for the oil and the sinking agent to separate and for the oil to reappear on the surface. Moreover, it usually takes a considerable quantity of these materials to sink the oil. For instance, French authorities used 3,000 tons of chalk to sink approximately 20,000 tons of oil from the Torrey Canyon. There is the further possibility of damage to marine life, shellfish beds or underwater vegetation by depositing oil on the bottom. Most sinking agents have a tendency to release oil slowly which will then be naturally converted to food and oxides.

In dealing with an oil spill, the parties responsible are naturally intent on removing the oil as quickly and efficiently as possible. Great effort may be involved. But if the work is misdirected more harm than good may result. An overzealous job, for example, utilizing chemicals that contaminate a fishing ground, will only increase the pollution damage and will undo the benefits of the clean-up effort, however, well intended.

D. Clean-up

The final operational phase is to clean up and rehabilitate the affected area. The goal should be to restore the area as closely as possible to its original condition and to remove, when possible, the evidence of the spill.

The action to be taken and the manpower and equipment required can vary tremendously depending upon the quantity and nature of the spill, the location and the area affected. Portions of the work can be subcontracted to industrial cleaners; marine, excavation and landscape contractors; beach cleaning services, etc.

Clean-up is the most difficult of all problems associated with oil pollution as it involves people and private property. Claims must be adjusted without delay and property restored. Some of the clean-up work which may be required is as follows:

- Remove last traces of oil by absorption or adsorption.
- Dispose of cil-covered weeds, debris, and soil.
- Clean up boats, sea walls, and docks.
- 4. Clean up beaches and rocky coasts. This problem is particularly acute and difficult. As much oil as possible should be removed by absorbing it on straw. That oil which cannot be absorbed is best treated by allowing it to "weather". Weathered oil tends to agglomerate and form balls in the sand which can be removed by pail and shovel, earth-moving equipment, or by beach-cleaning equipment.

Even if the oil is not allowed to "weather", it is still best treated by removal. This of course is expensive, and if a great deal of sand is removed, it may have to be replaced by clean sand. Covering up the oil with clean sand usually fails as the oil works its way to the surface. Oil tends to adhere more easily to a dry surface than a wet one. As a result, oil tends to collect at the high water mark. If the beach is kept wet, it may make the clean-up job easier due to lower volume and adhesion.

This same principle holds for rocky coasts. If oil does adhere to rocks, it is very difficult to remove as chemicals may not be permitted and steam cleaning and burning are both slow and expensive.

Attachment E

EMERGENCY ACTION EVACUATION PLAN

- I. Whenever the emergency alarm is activated, the following procedure is followed:
 - A. All work permits issued are cancelled immediately. All personnel, except Operations personnel, working in the process areas have to leave the area, go to the Service Building and wait there for further instructions.
 - B. All Operations personnel should report to the respective control rooms (Main Control Room, Utilities Control Room, and Tank Farms Control Room) and wait there for further instructions.
 - C. Personnel from the Administration Building, Warehouse and Shop Building, and Service Building should stay in there and wait for further instructions.
 - D. Technical personnel from the Administration Building, and Warehouse and Shop Building (knowledgeable of refinery operations and/or emergency procedures) should report to the Service Building and wait there for further instructions.
 - E. All maintenance personnel should report to the Shop located in the Warehouse and Shop Building, and wait there for further instructions.
 - F. Buildings located close to the process areas are the Warehouse and Shop and Service Buildings. In the event that the emergency may pose a threat to the personnel in these buildings, it will be evacuated in an orderly fashion either to:

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- The Administration Building which is located far from the process areas;
- 2. An open area beyond the Top Hill Guard Post, depending on the seriousness of the threat. They should wait there for further instructions. The only personnel left in the Control Rooms and Service Building will be the ones knowledgeable of refinery operations and/or emergency procedures, who can help in controlling the emergency effectively.
- G. In the event that the emergency may pose a threat to the persons in the Administration Building, they will be

instructed to evacuate the building to an open area beyond the Top Hill Guard Post and wait there for further instructions.

H. Depending on the seriousness of the emergency, all personnel will be instructed to leave the refinery premises and go home, except the personnel knowledgeable of refinery operations and/or emergency procedures who can help in controlling the emergency effectively.